



**Board of Directors Meeting  
Thursday, October 27, 2022 4:30 PM  
Virtual Meeting**

<https://zoom.us/j/95368923041?pwd=NSZzZFIINGFaYmJXeHJKOUhrNnZhUT09>

- |             |    |  |
|-------------|----|--|
| ACTION      | 1  | <p><b>Roll Call to Determine Quorum</b></p> <p>Justine Del Muro      Beto Lopez              Jaime Guillen<br/>Phyllis Hernandez      Dr. Julia Vargas          Valerie Coyazo<br/>Octavio Villalobos      Scott Hummel              Rosemary Martin</p>   |
| INFORMATION | 2  | <p><b>Welcome &amp; Introduction</b></p>   |
| ACTION      | 3  | <p><b>Consent Agenda</b></p> <p>3.1      September Board Meeting Minutes<br/>3.2      Board Staff Report October 2022<br/>3.3      September 2022 Financial Statement<br/>3.4      September 2022 Check Register<br/>3.5      September 2022 Credit Card Statement<br/>3.6      Newton Alliance Agreement<br/>3.7      SupportEd Proposal<br/>3.8      Feasibility Study Proposal- Dual Language Immersion Program</p> |
| ACTION      | 4  | <p>YMCA Agreement<br/><b>ACTION RECOMMENDED: APPROVAL</b></p>  |
| ACTION      | 5  | <p>TNTP Insight Survey Agreement<br/><b>ACTION RECOMMENDED: APPROVAL</b></p>   |
| INFORMATION | 6  | <p>School Smart KC McKinney Vento MOU</p>  |
| INFORMATION | 7  | <p>School Smart KC Harvester Pantry MOU</p>  |
| INFORMATION | 8  | <p>Mattie Rhodes MOU</p>   |
| INFORMATION | 9  | <p>UnidosUS Padres Comprometidos MOU</p>   |
| INFORMATION | 10 | <p>Health Kids Institute MOU</p>   |
| INFORMATION | 11 | <p>Survey Results- Keri Lauderdale Olson</p>   |
| INFORMATION | 12 | <p><b>Superintendent Report/Misc.</b></p> <p>12.1    60 Second Success Stories- Each Bldg. Principal<br/>12.2    By The Numbers- Quick Facts<br/>12.3    GC High School Presentation - Mr. Meaney<br/>12.4    Strategic Plan Update- Mr. Mendez</p>  |
| INFORMATION | 13 | <p><b>Operations Report~ Mr. Olson</b></p>   |

INFORMATION	14	<b>Committee Reports</b> 14.1 Finance Committee 14.2 Executive Committee 14.3 Instructional Committee 14.4 Safety Committee
INFORMATION	15	<b>Old Business</b>
INFORMATION	16	<b>New Business</b> 16.1 Samuel Rodgers Health Center MOU 16.2 PrepKC MOU 22-23
INFORMATION	17	<b>Public Comment</b>
ACTION	18	<b>Executive Session</b>
ACTION	19	<b>Adjourn</b>

Next Board of Directors Meeting: **Thursday, November 17, 2022**

“The Board may hold a closed session during the workshop or meeting to discuss, legal, real estate or personnel issues pursuant to R.S.Mo. Section 610.021.”

Guadalupe Education System Inc.  
Board of Director Meeting Minutes  
September 22, 2022

The meeting was called to order by the Board President, Beto Lopez, at 4:33pm at the GCI Theater room and via Zoom. The board members present established a quorum. Mr. Lopez welcomed all of those in attendance.

Board Members Present: Beto Lopez                      Dr. Julia Vargas                      Scott Hummel  
   Jaime Guillen                      Phyllis Hernandez                      Octavio Villalobos  
   Rosemary Martin

Board Members Absent: Valerie Coyazo                      Justine Del Muro

Also present:                      Dr. Jim Hammen                      Eduardo Mendez                      Jennifer Clay  
Dr. Alicia Miguel                      Charlotte Hawkins                      Daisy Myrick                      Samantha Novak  
Patricia Hernandez                      Omar Fierros                      Michael Meaney                      Elizabeth Marentes  
April Soberon                      Esteban Martinez                      James Engelby                      Mark Nasteff  
Shannon Spradling                      Alan Olson                      Craig Krueger                      Erika Lara  
Elizabeth Munteer                      Karla Soto

**New Board Member**- Dr. Hammen introduced the board candidate, Rosemary Martin. She has a great human resources background and currently works for Metropolitan Community College. Mr. Lopez mentioned there is a vacant seat and would like to recommend Ms. Martin. Mr. Villalobos moved to accept the New Board Member recommendation as mentioned above, Dr.. Vargas seconded the motion. **Motion Carried unanimously.**

**Consent Agenda**

August Board Meeting Minutes  
Board Staff Report September 2022  
August 2022 Financial Statement  
August 2022 Check Register  
August 2022 Credit Card Statement

There were no questions or concerns noted.

Dr. Vargas moved to accept the Consent Agenda, Mr. Guillen seconded the motion. **Motion carried unanimously.**

**Student/Parent Handbook**

Dr. Hammen mentioned the Student/Parent Handbook is reviewed at the beginning of each school year to make sure it is aligned with board policies. It has been reviewed by our legal counsel, Mr. Nasteff. This has been available on our website but is needed to be formally approved by the board as well.

Mr. Villalobos moved to accept the Student/Parent Handbook, Mr. Guillen seconded the motion. **Motion carried unanimously.**

## **Employee Handbook**

Dr. Hammen mentioned the Employee Handbook is also reviewed annually and has been reviewed by our counselor, Mr. Nasteff. This has been shared with our staff and is also available on our website.

Mr. Guillen moved to accept the Employee Handbook, Ms. Phyllis Hernandez seconded the motion. **Motion carried unanimously.**

## **Quorum Determination / Restructuring Committees**

Dr. Hammen consulted with Robin Wahby, our Charter Commission, on combining the Safety and Instructional Committee. The finance and executive committee still need to remain set separately. The quorum determination can be selected by the board, at this time it is at least half of board members assigned to each committee.

Ms. Phyllis Hernandez moved to accept the Quorum Determination / Restructuring Committees, Mr. Hummel seconded the motion. **Motion carried unanimously.**

## **Bus Purchase**

Dr. Hammen stated the purchasing of a bus or 2 would help transport students to and from outside school activities primarily our teams and sporting events. Mr. Olson is in the process of finding the best prices to either buy or lease. First Student is offering staff the option to obtain their CDL as a way to help out and is no cost to our staff.

## **Cambio Para Cambio**

Mr. Meaney introduced Senior Seminar teacher at the high school CJ Krueger, Senior Program Advisor with HDF Academic Development Fund Elizabeth Munteer and alum Erica Lara. This program started in 2016 which is a scholarship fund for DACA and undocumented students through the Pell Project. The Pell Project was founded by 2 former GCHS teachers, John Kearney and Connor Nowalk. Class of 2022 led to 20 GCHS seniors being awarded \$31,500.00 HDF scholarships which was matched by HDF partner colleges to total \$53,000.00. Mr. Krueger stated there are currently 95% in senior seminar that have been accepted to at least 1 college and have already secured \$402,000.00 in scholarships. Ms. Lara discussed her experience with the Pell Project and knowledge she learned through senior seminar.

## **Superintendent Report**

### **60 Second Success-**

Elementary School- Ms. Marentes wanted to share about a new kindergarten student that started with them this week, she was referred by GCI. Multiple departments and staff members really came together to support her and ensure that we had everything she needed to have a successful start. She is thriving and making new friends in our classroom and it's just really really amazing to see how happy she is.

Middle School- Mr. Martinez shared a small clip of their mariachi band performing and practicing with the wind ensemble at UMKC. The students were pretty excited to have been given this opportunity.

High School- Mr. Meaney would like to thank the entire school for their support for the Cambio Para Cambio campaign. They've turned this systematic heritage month at the High School into giving back to the community.

**By The Numbers-** Dr. Hammen stated the current student enrollment is 1571 as of today. There are currently 6 positions available in the district, please refer any recommendations to the HR

department. There has been a huge effort to have families apply for the lunch applications, by having 95% who qualify for free and reduced lunches, the district will not have to fill out the lunch application for the next 3 years. There are 1315 participating in the Free and Reduced Applications for Meals. There are currently 1,024 students enrolled in ELD.

**ELD Presentation-** Ms. Myrick shared the take away from the meeting was to understand that English learners come with a variety of backgrounds, needs and skills. It's important to know that being multilingual is not a problem but an asset. They want to enhance their language skills in order to open more opportunities. The school district currently has 68% learners. Last year, 40% of the student body met the expected growth target, 64% grew overall.

**Strategic Plan Update-** Mr. Mendez discussed revisions that were made to the Strategic Plan. There are currently five strategic pillars and we've narrowed our focus now to three pillars. They've added other goals underneath the academic foundational practices. Under that we've added one around the instruction, along with some clear objectives around curriculum and around professional development. Another change that was made comes along the annual performance metrics. There were metrics in both the Strategic Plan and the performance contract with the Charter Commission that did not align. Revisions were made on both so it is clearly connected and aligned.

**Preliminary State Assessment Results-** Mr. Mendez gave a presentation of the state assessment which was given in Spring 2022, these results will become public in December. Achievement goals for Spring 2023 will be set in each building's improvement plan but may change in December with the release of the APR. Strategies are being implemented to help improve state assessment scores.

### **Operations Report**

Mr. Olson discussed the operations report. Maintenance had 286 work orders submitted, 278 closed in the month of August. They are prepping for cold weather and fire marshal inspections in the schools. Custodial continues to clean and disinfect daily. They are working on creating a secure vestibule area for the main entrance at the middle school.

### **Committee Reports**

**Finance Committee-** Mr. Lopez stated they did meet, all financial items in the consent agenda were discussed.

**Executive Committee-** Mr. Lopez stated they did meet, key items that took action tonight were discussed.

**Instruction Committee-** Dr. Vargas stated they did meet, a lot of the information presented around the ELD program were discussed along with the Strategic Plan.

**Safety Committee-** Dr. Miguel stated they did not meet.

### **Old Business**

Dr. Hammen mentioned that the Missouri Charter Public Schools Association takes place October 13-14. They look forward to attending this meeting and will share information given.

### **New Business**

None.

**Public Comment**

None.

**Executive Session**

None.

**Adjourn**

Mr. Lopez made the motion to adjourn the meeting, second by Dr. Vargas. Meeting adjourned at 6:14pm.

Respectfully Submitted

Patricia Hernandez, Board Secretary

The next Board of Directors Meeting is scheduled for **Thursday, October 27, 2022.**

Minutes prepared by Recorder: Patricia Hernandez, Administrative Assistant

**BOARD REPORT**  
**October 27, 2022**

**HR UPDATES**

- Monitor Employee Covid-19 Reporting
- Continue Hiring New Staff for the SY 2022-2023
- Pursuing the hiring of Long-Term Subs(2 for each building)
  - Preparing to start career fair events for the fall
- Begin the transfer process of Paycom to PowerSchool HRMS

**CURRENT VACANCIES & RECRUITING**

Building	New/Existing Position	Position
1. Middle School	Existing	Long-Term Substitute Teacher
2. Middle School	Existing	ELA Teacher
3. High School	New	Paraprofessional (Grant)
4. High School	Additional	SPED Teacher / Intern
5. High School	Existing	ELD Paraprofessional
6. Elementary	Existing	Lunch Monitor
7. Elementary	New	Literacy Interventionist (2)
8. Elementary	New	SPED Paraprofessional
9. Elementary	Existing	Registrar
10. Elementary	Existing	Focus Room Facilitator



**NEW HIRES for SY 2022-2023**

Name	Position
1.	
2.	
3.	
4.	
5.	

**Guadalupe**  
**Centers**  
**EDUCATIONAL SYSTEM**  
**AND**  
**CHARTER SCHOOLS**

**INTERNAL TRANSFERS**

Name	Position
1.	

**RESIGNATIONS**

Name	Position
1. Danielle Buchanan	ELA Teacher (MS)
2. Osvaldo de La Cruz	Focus Room Facilitator (ES)

**RELEASED**

Name	Position
1.	

**TERMINATIONS**

Name	Position
1.	



# Guadalupe Educational System

## 2022-23 Balance Sheet

as of September 30, 2022

### Assets

Cash & Cash Equivalents	11,180,763
Property & Equipment, net	4,269,100
<b>Total Assets</b>	<u><u>15,449,863</u></u>

### Liabilities & Net Assets

Fund Balance	15,449,863
<b>Total Liabilities &amp; Net Assets</b>	<u><u>15,449,863</u></u>

## Guadalupe Educational System

### 2022-23 Revenue & Expenses Compared to Annual Budget

		Approved Budget FY23	Actual as of 09.30.22	Budget Variance	% of Budget
<b>Revenues</b>					
5100	Local	\$ 2,742,170	\$ 1,594,669	\$ (1,147,501)	58%
5300	State	19,799,904	4,561,962	(15,237,942)	23%
5400	Federal	3,716,210	242,962	(3,473,248)	7%
<b>5899</b>	<b>GRAND TOTAL REVENUES</b>	<b>26,258,284</b>	<b>6,399,594</b>	<b>(19,858,690)</b>	<b>24%</b>
<b>Expenditures</b>					
1111	Elementary Classroom Instruction	3,535,786	1,022,669	2,513,117	29%
1131	Middle School Classroom Instruction	2,309,047	742,121	1,566,926	32%
1151	High School Classroom Instruction	2,810,632	802,786	2,007,846	29%
1191	Summer School	514,475	511,268	3,207	99%
1221	Special Programs	949,126	253,090	696,036	27%
1251	Supplemental Education	1,241,746	271,453	970,293	22%
1411	Student Activity-Extracurricular	66,800	20,187	46,613	30%
1999	TOTAL INSTRUCTION	11,427,612	3,623,575	7,804,037	32%
2111	Support Services-Pupils	927,115	317,037	610,078	34%
2134	Health Services	295,571	63,488	232,083	21%
2213	Professional Development	113,250	54,315	58,935	48%
2321	Executive Administration Services.	1,087,726	325,791	761,935	30%
2329	Special Education Administration	209,187	22,600	186,587	11%
2660	Technology Services	223,400	43,587	179,813	20%
2411	Building Principal Services	1,136,127	292,354	843,773	26%
2511	Business Support Services	729,100	201,026	528,074	28%
2541	Operation of Plant Services	5,744,120	1,325,118	4,419,002	23%
2551	Contracted Pupil Transportation	1,479,000	73,340	1,405,660	5%
2562	Food Services	864,831	217,360	647,471	25%
2642	Recruitment & Placement	45,925	21,721	24,204	47%
2998	TOTAL SUPPORT SERVICES	12,855,352	2,957,737	9,897,615	23%
3510	Early Childhood Program	627,715	148,896	478,819	24%
3912	Parental Involvement	208,498	52,027	156,471	25%
3999	TOTAL COMMUNITY SERVICES	836,213	200,923	635,290	24%
4011	Facility Acquisition	1,000,000	-	1,000,000	0%
4999	TOTAL FACILITY ACQUISITION	1,000,000	-	1,000,000	0%
<b>9999</b>	<b>GRAND TOTAL EXPENDITURES</b>	<b>26,119,177</b>	<b>6,782,235</b>	<b>19,336,942</b>	<b>26%</b>
<b>Total Revenue Over/(Under) Total Expenses</b>		<b>139,107</b>	<b>(382,641)</b>	<b>521,748</b>	
<b>Beginning Fund Balance, July 1</b>		<b>11,701,789</b>	<b>11,701,789</b>		
Year-to-date change in payroll liabilities		-	(44,092)		
<b>Ending Fund Balance, September 30</b>		<b>\$ 11,840,896</b>	<b>\$ 11,275,056</b>		
<b>Ending Cash Fund Balance %</b>		<b>45%</b>	<b>42%</b>		

## Guadalupe Educational System

### 2022-23 Revenue Compared to Annual Budget

Revenue	Approved Budget FY23	Actual as of 09.30.22	Budget Variance	% of Budget
<b>5100 Local</b>				
5113 Prop C	\$ 2,380,170	\$ 778,481	\$ (1,601,689)	33%
5141 Interest	400	20,111	19,711	5028%
5151 Student Food Sales	15,600	-	(15,600)	0%
5161 Adult Food Sales	7,800	-	(7,800)	0%
5171 Student Activity	83,200	1,639	(81,561)	2%
5192 Gifts	250,000	160,320	(89,680)	64%
5198 Other	5,000	634,118	629,118	12682%
<b>Total Local</b>	<b>2,742,170</b>	<b>1,594,669</b>	<b>(1,147,501)</b>	<b>58%</b>
<b>5300 State</b>				
5311-19 Basic Formula & CTF	19,589,904	4,555,405	(15,034,499)	23%
5312 Transportation	168,000	6,557	(161,443)	4%
5333 Food Service - State	7,000	-	(7,000)	0%
5381 Special Ed High Need Fund	35,000	-	(35,000)	0%
5397 Other State Revenue	-	-	-	NA
<b>Total State</b>	<b>19,799,904</b>	<b>4,561,962</b>	<b>(15,237,942)</b>	<b>23%</b>
<b>5400 Federal</b>				
5412 Medicaid	88,400	20,070	(68,330)	23%
5422 CARES ESSER III	1,500,000	-	(1,500,000)	0%
5441 Special Ed Part B	257,782	-	(257,782)	0%
5442 ESCE - Special Ed (611 & 619)	6,676	-	(6,676)	NA
5445-48 Lunch/Breakfast/Snack	811,200	214,412	(596,788)	26%
5451-66 Consolidated Federal Funds	1,052,152	8,480	(1,043,672)	1%
5497 Other Federal Revenue	-	-	-	NA
<b>Total Federal</b>	<b>3,716,210</b>	<b>242,962</b>	<b>(3,473,248)</b>	<b>7%</b>
<b>5899 Total Revenue</b>	<b>26,258,284</b>	<b>6,399,594</b>	<b>(19,858,690)</b>	<b>24%</b>

## Guadalupe Educational System

### 2022-23 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY23	Actual as of 09.30.22	Budget Variance	% of Budget
<b>1111 Elementary Classroom Instruction</b>				
6100 Salaries	2,435,343	\$ 561,306	\$ 1,874,037	23%
6200 Benefits	730,603	161,637	568,966	22%
6300 Purchased Services	113,400	22,911	90,489	20%
6400 Supplies & Materials	181,440	130,481	50,959	72%
6412 Technology	75,000	146,335	(71,335)	195%
6500 Equipment	-	-	-	0%
<b>Total Elementary Instruction</b>	<b>3,535,786</b>	<b>1,022,669</b>	<b>2,513,117</b>	<b>29%</b>
<b>1131 Middle Classroom Instruction</b>				
6100 Salaries	1,355,573	318,697	1,036,876	24%
6200 Benefits	412,579	92,817	319,762	22%
6300 Purchased Services	76,500	12,625	63,875	17%
6400 Supplies & Materials	99,395	52,339	47,056	53%
6412 Technology	365,000	265,643	99,357	73%
6500 Equipment	-	-	-	0%
<b>Total Middle Instruction</b>	<b>2,309,047</b>	<b>742,121</b>	<b>1,566,926</b>	<b>32%</b>
<b>1151 High School Classroom Instruction</b>				
6100 Salaries	1,763,076	405,882	1,357,194	23%
6200 Benefits	534,906	113,480	421,426	21%
6300 Purchased Services	229,500	30,095	199,405	13%
6400 Supplies & Materials	108,150	63,062	45,088	58%
6412 Technology	175,000	190,266	(15,266)	109%
6500 Equipment	-	-	-	0%
<b>Total High School Instruction</b>	<b>2,810,632</b>	<b>802,786</b>	<b>2,007,846</b>	<b>29%</b>
<b>1191 Summer School</b>				
6100 Salaries	150,000	73,351	76,649	49%
6200 Benefits	11,475	11,573	(98)	101%
6300 Purchased Services	350,000	421,844	(71,844)	121%
6400 Supplies & Materials	3,000	4,500	(1,500)	150%
6500 Equipment	-	-	-	0%
<b>Total Summer School</b>	<b>514,475</b>	<b>511,268</b>	<b>3,207</b>	<b>99%</b>
<b>1221 Special Programs</b>				
6100 Salaries	641,293	164,768	476,525	26%
6200 Benefits	190,383	47,993	142,390	25%
6300 Purchased Services	102,000	1,652	100,348	2%
6400 Supplies & Materials	15,450	38,677	(23,227)	250%
6500 Equipment	-	-	-	0%
<b>Total Special Programs</b>	<b>949,126</b>	<b>253,090</b>	<b>696,036</b>	<b>27%</b>
<b>1251 Supplemental Education</b>				
6100 Salaries	933,812	190,824	742,988	20%
6200 Benefits	280,144	51,545	228,598	18%
6300 Purchased Services	2,040	20	2,020	1%
6400 Supplies & Materials	25,750	29,063	(3,313)	113%
6500 Equipment	-	-	-	0%
<b>Total Supplemental Education</b>	<b>1,241,746</b>	<b>271,453</b>	<b>970,293</b>	<b>22%</b>

## Guadalupe Educational System

### 2022-23 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY23	Actual as of 09.30.22	Budget Variance	% of Budget
<b>1411 Student Activity-Extracurricular</b>				
6100 Salaries	In Instruction	13,172	-	na
6200 Benefits	-	1,390	(1,390)	na
6300 Purchased Services	51,500	4,058	47,442	8%
6400 Supplies & Materials	15,300	1,568	13,732	10%
6500 Equipment (Capital Outlay)	-	-	-	0%
<b>Total Title I</b>	<b>66,800</b>	<b>20,187</b>	<b>59,784</b>	<b>30%</b>
<b>2111 Support Services-Pupils</b>				
6100 Salaries	563,879	146,292	417,587	26%
6200 Benefits	168,921	36,161	132,760	21%
6300 Purchased Services	193,800	134,584	59,216	69%
6400 Supplies & Materials	515	-	515	0%
6500 Equipment	-	-	-	0%
<b>Total Support Services-Pupils</b>	<b>927,115</b>	<b>317,037</b>	<b>610,078</b>	<b>34%</b>
<b>2134 Health Services</b>				
6100 Salaries	228,525	48,524	180,001	21%
6200 Benefits	58,836	11,287	47,549	19%
6300 Purchased Services	3,060	832	2,228	27%
6400 Supplies & Materials	5,150	2,845	2,305	55%
6500 Equipment	-	-	-	0%
<b>Total Support Services-Pupils</b>	<b>295,571</b>	<b>63,488</b>	<b>232,083</b>	<b>21%</b>
<b>2213 Professional Development</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	108,150	51,366	56,784	47%
6400 Supplies & Materials	5,100	2,949	2,151	58%
6500 Equipment	-	-	-	0%
<b>Total Professional Development</b>	<b>113,250</b>	<b>54,315</b>	<b>58,935</b>	<b>48%</b>
<b>2321 Executive Administration Services</b>				
6100 Salaries	513,176	146,255	366,921	29%
6200 Benefits	329,600	74,390	255,210	23%
6300 Purchased Services	229,500	84,537	144,963	37%
6400 Supplies & Materials	15,450	20,608	(5,158)	133%
6500 Equipment	-	-	-	0%
<b>Total Executive Admin Services</b>	<b>1,087,726</b>	<b>325,791</b>	<b>761,935</b>	<b>30%</b>
<b>2329 Special Education Administration</b>				
6100 Salaries	176,936	16,839	160,097	10%
6200 Benefits	32,251	5,762	26,489	18%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
<b>Total Special Education Administration</b>	<b>209,187</b>	<b>22,600</b>	<b>186,587</b>	<b>11%</b>
<b>2331 Technology Services</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	173,400	43,587	129,813	25%
6400 Supplies & Materials	-	-	-	0%
6412 Technology	50,000	-	50,000	0%
6500 Equipment	-	-	-	0%
<b>Total Technology Services</b>	<b>223,400</b>	<b>43,587</b>	<b>179,813</b>	<b>20%</b>

## Guadalupe Educational System

### 2022-23 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY23	Actual as of 09.30.22	Budget Variance	% of Budget
<b>2411 Building Principal Services</b>				
6100 Salaries	860,912	229,522	631,390	27%
6200 Benefits	256,775	59,152	197,623	23%
6300 Purchased Services	10,200	3,060	7,140	30%
6400 Supplies & Materials	8,240	620	7,620	8%
6500 Equipment	-	-	-	0%
<b>Total Building Principal Services</b>	<b>1,136,127</b>	<b>292,354</b>	<b>843,773</b>	<b>26%</b>
<b>2511 Business Support Services</b>				
6100 Salaries	381,651	71,403	310,248	19%
6200 Benefits	76,999	19,326	57,673	25%
6300 Purchased Services	255,000	106,704	255,000	42%
6400 Supplies & Materials	15,450	3,593	11,857	23%
6500 Equipment	-	-	-	0%
<b>Total Business Support Services</b>	<b>729,100</b>	<b>201,026</b>	<b>634,778</b>	<b>28%</b>
<b>2541 Operation of Plant Services</b>				
6100 Salaries	227,400	36,789	190,611	16%
6200 Benefits	17,729	2,814	14,915	16%
6300 Purchased Services	5,089,051	1,040,480	4,048,571	20%
6400 Supplies & Materials	409,940	126,162	283,778	31%
6500 Equipment	-	118,873	(118,873)	NA
<b>Total Operation of Plant Services</b>	<b>5,744,120</b>	<b>1,325,118</b>	<b>4,419,002</b>	<b>23%</b>
<b>2551 Contracted Pupil Transportation</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	1,479,000	73,340	1,479,000	5%
6400 Supplies & Materials	-	-	-	0%
6500 Equipment	-	-	-	0%
<b>Total Contracted Transportation</b>	<b>1,479,000</b>	<b>73,340</b>	<b>1,479,000</b>	<b>5%</b>
<b>2562 Food Services</b>				
6100 Salaries	49,508	6,775	42,733	14%
6200 Benefits	3,608	518	3,090	14%
6300 Purchased Services	811,200	131,009	811,200	16%
6400 Supplies & Materials	515	79,058	(78,543)	15351%
6500 Equipment	-	-	-	0%
<b>Total Food Services</b>	<b>864,831</b>	<b>217,360</b>	<b>778,480</b>	<b>25%</b>
<b>2642 Recruitment &amp; Placement</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	43,350	21,411	43,350	49%
6400 Supplies & Materials	2,575	310	2,265	12%
6500 Equipment	-	-	-	0%
<b>Total Recruitment &amp; Placement</b>	<b>45,925</b>	<b>21,721</b>	<b>45,615</b>	<b>47%</b>
<b>3510 Early Childhood Program</b>				
6100 Salaries	453,016	114,910	338,106	25%
6200 Benefits	138,749	29,693	109,056	21%
6300 Purchased Services	10,200	439	10,200	4%
6400 Supplies & Materials	25,750	3,854	21,896	15%
6500 Equipment	-	-	-	0%
<b>Total Early Childhood Program</b>	<b>627,715</b>	<b>148,896</b>	<b>479,258</b>	<b>24%</b>

## Guadalupe Educational System

### 2022-23 Expenses Compared to Annual Budget

Expenditures by Function	Approved Budget FY23	Actual as of 09.30.22	Budget Variance	% of Budget
<b>3912 Parental Involvement</b>				
6100 Salaries	156,218	39,969	116,249	26%
6200 Benefits	46,640	12,058	34,582	26%
6300 Purchased Services	2,550	-	2,550	0%
6400 Supplies & Materials	3,090	-	3,090	0%
6500 Equipment	-	-	-	0%
<b>Total Parental Involvement</b>	<b>208,498</b>	<b>52,027</b>	<b>156,471</b>	<b>25%</b>
<b>4011 Facility Acquisition</b>				
6100 Salaries	-	-	-	0%
6200 Benefits	-	-	-	0%
6300 Purchased Services	-	-	-	0%
6400 Supplies & Materials	-	-	-	0%
6500 Capital Outlay	1,000,000	-	1,000,000	0%
6600 Interest	-	-	-	0%
<b>Total Facility Acquisition</b>	<b>1,000,000</b>	<b>-</b>	<b>1,000,000</b>	<b>0%</b>
<b>9999 GRAND TOTAL EXPENDITURES</b>	<b>\$ 26,119,177</b>	<b>\$ 6,782,235</b>	<b>\$ 19,683,016</b>	<b>26%</b>

10/06/2022 10:57 AM

Posted; Check Type Check; Processing Month 09/2022

User ID: ALANFRA

Payee Type: Vendor

Check Type: Check

Checking Account ID: 1

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
63589	09/09/2022				4IMPRINT	4IMPRINT	828.46
63590	09/09/2022				A1SEWER	A-1 SEWER & SEPTIC SERVICE	350.00
63591	09/09/2022				ALLPRO	ALL-PRO PEST CONTROL, INC.	1,805.00
63592	09/09/2022				CUSTOMMEET	Custom Meeting Planners of MO, LLC	225.00
63593	09/09/2022				CUTRITE	CUTRITE LAWN CARE	10,656.62
63594	09/09/2022				DESIGNMECH	DESIGN MECHANICAL INC	14,840.33
63595	09/09/2022				EVERDRIVEN	EVERDRIVEN TECHNOLOGIES, LLC	4,585.00
63596	09/09/2022				FIEROMA	OMAR FIERROS	225.63
63597	09/09/2022				GUADALUPE	GUADALUPE CENTERS, INC.	4,306.15
63598	09/09/2022				HAMMJAM	James Hammen	216.25
63599	09/09/2022				HEARTLANDM	Heartland Macs LLC	18,687.26
63600	09/09/2022				HOUGHTONMI	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO.	2,576.25
63601	09/09/2022				IONWAVETE1	Sped Track	6,105.00
63602	09/09/2022				JOHNSONCON	Johnson Controls Security Solutions LLC	1,382.00
63603	09/09/2022				JTMFOODGRO	JTM FOOD GROUP	873.88
63604	09/09/2022				KENTONBROT	Kenton Brothers Inc.	756.22
63605	09/09/2022				MCGRAWHIL	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	1,397.70
63606	09/09/2022				MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	1,356.60
63607	09/09/2022				NASTEFF	NASTEFF & QUINN LLC	5,590.00
63608	09/09/2022				OFFICEESSE	Office Essentials	6,388.17
63609	09/09/2022				PERSONALTO	Michael Jones	58.75
63610	09/09/2022				ROCHESTER1	ROCHESTER 100 INC	877.50
63611	09/09/2022				RODRIGUEZM	RODRIGUEZ MECHANICAL CONTRACTORS INC	428.64
63612	09/09/2022				ROMABAKERY	ROMA BAKERY	461.11
63613	09/09/2022				SCHOOLLUNC	SCHOOL LUNCH SOLUTIONS, INC	2,384.83
63614	09/09/2022				TAPCOPRODU	Tapco Products Co	592.08
63615	09/09/2022				TUCKERLEA	TUCKER LEADERSHIP LAB	1,800.00
63616	09/15/2022				GUADALUPE	GUADALUPE CENTERS, INC.	900.00
63617	09/15/2022				KCPRS	KCPRS	91,054.98
63618	09/15/2022				UNITEDWAY	UNITED WAY	60.05
63619	09/15/2022				SMITVIN	Vinson Smith	1,006.67
63620	09/23/2022				AEDSUPERST	AED Superstore an Allied 100 Company	132.00
63621	09/23/2022				COMMUNITIE	Communities in Schools	6,500.00
63622	09/23/2022				CORNERSTON	Cornerstones of Care	20,525.00
63623	09/23/2022				COXHAN	HANNAH COX	178.50
63624	09/23/2022				DOMIDUL	Dominguez Contreras Dulce	41.75
63625	09/23/2022				EMPORIAST	Emporia State University	200.00
63626	09/23/2022				GUADALUPE	GUADALUPE CENTERS, INC.	71,169.48
63627	09/23/2022				HAWKCHA	Charlotte Hawkins	178.50
63628	09/23/2022				IVERHAN	Hannah Iversen	178.50
63629	09/23/2022				JAYMARBUSI	Jaymar Business Forms, Inc.	281.09
63630	09/23/2022				VOYAGER	Lexia Voyager Sopris, Inc	2,186.80
63631	09/23/2022				MARTEST	ESTEBAN MARTINEZ	938.76
63632	09/23/2022				MSHSAA	MSHSAA	1,467.88
63633	09/23/2022				MYRIDAI	DAISY MYRICK	20.00
63634	09/23/2022				NEBELOR	Lorena Nebergall	51.48
63635	09/23/2022				NUESYNERG1	NUESYNERGY, INC	282.75
63636	09/23/2022				OFFICEESSE	Office Essentials	1,449.52
63637	09/23/2022				PERSONALTO	Michael Jones	626.00
63638	09/23/2022				POSALIN	Lineth Posada	28.75
63639	09/23/2022				RANDVIR	Virgil Randolph	41.75
63640	09/23/2022				TRANSEO	TRANSEO	450.00
63641	09/23/2022				UMKCCAREE	UMKC - CAREER SERVICES	200.00
63642	09/23/2022				UNITEDHEAR	UNITED HEARTLAND	10,135.62
63643	09/23/2022				UNIVERSIT3	UNIVERSITY OF CENTRAL MO - CAREER SVCS	75.00
63644	09/23/2022				VANHCAS	Cassidy Van Hook	20.50



Payee Type: Vendor

Check Type: Check

Checking Account ID: 1

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount	
63645	09/23/2022				WESTBROOK	WESTBROOK & CO., P.C.	867.25	
63646	09/23/2022				WRIGBRA	Brandon Wright	52.75	
63647	09/30/2022				AASA	AASA, The School Superintendents Association	755.00	
63648	09/30/2022				ALERTLINEC	ALERTLINE COMMUNICATIONS, LLC	351.00	
63649	09/30/2022				AMERICANSC	AMERICAN SCHOOL COUNSELOR ASSOCIATION	278.00	
63650	09/30/2022				ATT	AT&T	1,259.62	
63651	09/30/2022				ATTMOBILE	AT&T MOBILITY	3,179.23	
63652	09/30/2022				ATTMOBILE	AT&T MOBILITY	1,031.41	
63653	09/30/2022				CONCENTRA	Concentra Medical Centers	780.00	
63654	09/30/2022				DURBJEN	JENNIFER DURBIN	87.73	
63655	09/30/2022				FIRSTSTUDE	FIRST STUDENT, INC.	43,648.28	
63656	09/30/2022				GFLNVIRON	GFL ENVIRONMENTAL	100.46	
63657	09/30/2022				GOMEJESS	Jesse Gomez	1,992.00	
63658	09/30/2022				GRAPEVINE	Grapevine Designs	804.30	
63659	09/30/2022				GUADALUPE	GUADALUPE CENTERS, INC.	47,283.77	
63660	09/30/2022				HAWKCHA	Charlotte Hawkins	79.98	
63661	09/30/2022				HEALTHSYST	HEALTH SYSTEM EDUCATIONAL SERVICES, LTD	2,970.00	
63662	09/30/2022				HEIMAND	Andrew Heimburger	46.00	
63663	09/30/2022				HOUGHTONMI	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO.	1,650.00	
63664	09/30/2022				IVERHAN	Hannah Iversen	284.62	
63665	09/30/2022				KCMETROCON	KC Metro Conference	420.00	
63666	09/30/2022				KCPARKSREC	KC Parks & Recreation/GKCC	755.00	
63667	09/30/2022				KCPREMTRAN	KC Premier Transportation LLC	14,994.00	
63668	09/30/2022				KENTONBROT	Kenton Brothers Inc.	13,303.44	
63669	09/30/2022				KNOWATOM	KnowAtom	41,847.76	
63670	09/30/2022				LITERACYLA	THE LITERACY LAB	11,785.71	
63671	09/30/2022				MSBA	Missouri School Boards' Association	1,085.68	
63672	09/30/2022				MOWESTERN	MISSOURI WESTERN RPDC	6,060.00	
63673	09/30/2022				MORGANHUNT	MORGAN HUNTER EDUCATION, LLC	1,988.35	
63674	09/30/2022				N2Y	N2Y	851.40	
63675	09/30/2022				OFFICEESSE	Office Essentials	10,158.17	
63676	09/30/2022				OTTFOODPRO	OTT FOOD PRODUCTS LLC	92.00	
63677	09/30/2022				PITTSBURGS	PITTSBURG STATE UNIVERSITY	50.00	
63678	09/30/2022				PROSHREDSE	PROSHRED SECURITY	157.50	
63679	09/30/2022				PROTRAINI1	ProTrainings, LLC	49.95	
63680	09/30/2022				ROMABAKERY	ROMA BAKERY	321.57	
63681	09/30/2022				SCHOLASTI1	SCHOLASTIC INC	4,482.08	
63682	09/30/2022				SCHOOLHEAL	SCHOOL HEALTH CORPORATION	7,980.00	
63683	09/30/2022				SCHOOLSOCI	SCHOOL SOCIAL WORK ASSOCIATION OF AMERICA	250.00	
63684	09/30/2022				SCHOOLSPEC	School Specialty Marketplace	370.83	
63685	09/30/2022				SHOWMEKCSC	Show Me KC Schools	125.00	
63686	09/30/2022				SOLIPRINT	Tim Shields	426.00	
63687	09/30/2022				SUMNERONE	SumnerOne	9,210.29	
63688	09/30/2022				TAPCOPRODU	Tapco Products Co	255.02	
63689	09/30/2022				UNIVERSALC	UNIVERSAL CONSTRUCTION CO, INC	1,698.00	
63690	09/30/2022				UNIVERSIT7	UNIVERSITY OF MISSOURI - KANSAS CITY AR	580.00	
63691	09/30/2022				WASTEMANAG	Waste Management	3,523.70	
63692	09/30/2022				WINPROSOLU	WINPRO SOLUTIONS, INC	9,771.85	
63693	09/30/2022				GUADALUPE	GUADALUPE CENTERS, INC.	1,850.00	
63694	09/30/2022				KCPRS	KCPRS	91,822.50	
63695	09/30/2022				UNITEDWAY	UNITED WAY	60.05	
Checking Account ID: 1					Void Total:	0.00	Total without Voids:	643,963.01
Check Type Total:			Check	Void Total:	0.00	Total without Voids:	643,963.01	
Payee Type Total:			Vendor	Void Total:	0.00	Total without Voids:	643,963.01	

**Check Register by Type**

Posted; Check Type Check; Processing Month 09/2022

Grand Total:	Void Total:	0.00	Total without Voids:	<u>643,963.01</u>
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<b>Vendor ID: AMAZON</b>	<b>Amazon.com</b>	<b>PO Number: 22-230230</b>	<b>Invoice Number: GCES 093022-3</b>	<b>Amount: 305.89</b>
Description: Surge protectors		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1111 6411 6905 3 40001	AMAZON - Surge protector		305.89	N Final
<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number:</b>	<b>Invoice Number: ADMIN 093022</b>	<b>Amount: 100.00</b>
Description:		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2321 6371 0000 3 00000	SAMS - Membership		100.00	N Final
<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230296</b>	<b>Invoice Number: ADMIN 093022-1</b>	<b>Amount: 1,068.00</b>
Description: Sortly Inventory Solution		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2321 6412 0000 3 00000	SORTLY - Inventory App Annual Sub		1,068.00	N Final
<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230308</b>	<b>Invoice Number: ADMIN 093022-3</b>	<b>Amount: 531.43</b>
Description: Amazon order		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2541 6311 6905 3 00000	AMAZON - Linguistically Diverse Books		531.43	N Final
<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230266</b>	<b>Invoice Number: ADMIN 093122-2</b>	<b>Amount: 380.50</b>
Description: books		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1251 6411 6905 3 40001	AMAZON - Multilingual Learners Book		380.50	N Final
<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230255</b>	<b>Invoice Number: CH 093022-1</b>	<b>Amount: 328.21</b>
Description: Amazon Wish list for Sped Teachers		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1221 6411 3925 3 12210	AMAZON - Classroom Supplies		19.87	N Final
10 1221 6411 3925 3 12210	AMAZON - Classroom Supplies		23.99	N Final
10 1221 6411 6905 3 12210	AMAZON - Classroom Supplies		284.35	N Final
<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230216</b>	<b>Invoice Number: CH 093022-2</b>	<b>Amount: 910.25</b>
Description: Amazon orders for Sped Teachers		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1221 6411 3925 3 12210	AMAZON - Curriculum Supplies		65.84	N Final
10 1221 6411 3925 3 12210	AMAZON - Curriculum Supplies		120.90	N Final
10 1221 6411 6905 3 12210	AMAZON - Curriculum Supplies		723.51	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number:</b>	<b>Invoice Number: FS 093022</b>	<b>Amount: 356.65</b>
Description:		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2562 6471 1925 3 00000	RESTAURANT DEPOT - Bacon		13.66	N
10 2562 6471 3925 3 00000	RESTAURANT DEPOT - Bacon		31.36	N
10 2562 6411 3925 3 00000	RESTAURANT DEPOT - Spoons, Strainer		54.62	N
10 2562 6411 6905 3 00000	RESTAURANT DEPOT - Spoons, Strainer		40.01	N
10 2562 6471 6905 3 00000	RESTAURANT DEPOT - Cauliflower		123.50	N
10 2562 6471 6905 3 00000	PRICE CHOPPER - Water, Granola, Honey		87.31	N
10 2562 6411 6905 3 00000	PRICE CHOPPER - Paper Plates		6.19	N

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230242</b>	<b>Invoice Number: GCES 093022-1</b>	<b>Amount: 658.59</b>
Description: Supplies for nurses office.		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		89.66	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		23.49	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		8.32	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		31.50	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		26.47	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		23.20	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		24.58	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		7.12	N Final
10 2134 6411 6905 3 40001	AMAZON - Nurses Supplies		424.25	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230234</b>	<b>Invoice Number: GCES 093022-2</b>	<b>Amount: 25.89</b>
Description: 100's poster chart for Lillard & Strasbu		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1111 6411 6905 3 40001	AMAZON - Poster Chart		25.89	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230298</b>	<b>Invoice Number: GCES 093022-4</b>	<b>Amount: 158.00</b>
Description: Smore's membership renewal		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1111 6412 6905 3 40001	SMORE - Staff Newsletter Renewal		79.00	N Final
10 1111 6412 6905 3 40001	SMORE - Staff Newsletter Renewal		79.00	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230243</b>	<b>Invoice Number: GCES 093022-5</b>	<b>Amount: 2,079.00</b>
Description: Supplies for the nurses office.		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2134 6411 6905 3 40001	AED - Supplies for nurses office		2,079.00	0.00 N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230310</b>	<b>Invoice Number: GCES 093022-6</b>	<b>Amount: 486.05</b>
Description: Items for PreK will be reimbursed th		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 3512 6411 6905 3 00000 705	AMAZON - Classroom Supplies		30.47	N Final
10 3512 6411 6905 3 00000 705	AMAZON - Classroom Supplies		87.57	N Final
10 3512 6411 6905 3 00000 705	AMAZON - Classroom Supplies		163.16	N Final
10 3512 6411 6905 3 00000 705	AMAZON - Classroom Supplies		204.85	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number:</b>	<b>Invoice Number: GCHS 093022</b>	<b>Amount: 1,853.69</b>
Description:		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1151 6411 1925 3 40001	TRELLO - Need PO		938.23	0.00 N
10 1151 6411 1925 3 40001	TRELLO - Need PO		42.57	N
10 1151 6411 1925 3 40001	TRELLO - Need PO		42.74	N
10 1151 6411 1925 3 40001	TRELLO - Need PO		87.12	N
10 1411 6343 1925 3 00000	BP - MISSING RECEIPT		34.28	N
10 1151 6411 1925 3 40001	AMAZON - MISSING RECEIPT		678.75	N
10 1151 6411 1925 3 40001	GCWHSS - MISSING RECEIPT		30.00	N

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230305</b>	<b>Invoice Number: GCHS 093022-1</b>	<b>Amount: 125.00</b>
Description: Required trainings per MSHSAA compliance		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 2644 6319 1925 3 40001	NFHS - Training Courses		125.00	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230307</b>	<b>Invoice Number: GCHS 093022-10</b>	<b>Amount: 805.82</b>
Description: Vans for athletics events		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1411 6349 1925 3 00000	CITY RENT A TRUCK - Van for Volleyball		905.82	N Final
10 1411 6349 1925 3 00000	CITY RENT A TRUCK - Van for Volleyball		(100.00)	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230319</b>	<b>Invoice Number: GCHS 093022-11</b>	<b>Amount: 300.00</b>
Description: Payment for soccer rental fields		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 1411 6333 1925 3 00000	SPORTING KC - Field rental		300.00	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230318</b>	<b>Invoice Number: GCHS 093022-12</b>	<b>Amount: 187.63</b>
Description: Dia de los Muertos projects-Art supplies		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>

10 1151 6411 1925 3 40001	AMAZON - Art Supplies	17.68	N	Final
10 1151 6411 1925 3 40001	AMAZON - Art Supplies	29.97	0.00 N	Final
10 1151 6411 1925 3 40001	AMAZON - Art Supplies	139.98	0.00 N	Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230311</b>	<b>Invoice Number: GCHS 093022-13</b>	<b>Amount: 37.17</b>
Description: Art supply list-2022-2023		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
10 1151 6411 1925 3 40001	AMAZON - Art Supplies		19.77	Y Final
10 1151 6411 1925 3 40001	AMAZON - Art Supplies		17.40	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230312</b>	<b>Invoice Number: GCHS 093022-14</b>	<b>Amount: 69.99</b>
Description: 2022-2023-art class supply		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
10 1151 6411 1925 3 40001	AMAZON - Art Supplies		69.99	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230342</b>	<b>Invoice Number: GCHS 093022-15</b>	<b>Amount: 122.36</b>
Description: Van Rental for XC		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
10 1411 6319 1925 3 00000	CITY RENT A TRUCK - Van for XC Event		122.36	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230344</b>	<b>Invoice Number: GCHS 093022-16</b>	<b>Amount: 322.36</b>
Description: Van rental for soccer 9/22		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
10 1411 6349 1925 3 00000	CITY RENT A TRUCK - Van for Soccer		322.36	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230321</b>	<b>Invoice Number: GCHS 093022-2</b>	<b>Amount: 78.45</b>
Description: Gas for return rental vehicle		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
10 1411 6343 1925 3 00000	BP - Gas for Rental Vehicle		25.01	N Final
10 1411 6343 1925 3 00000	BP - Gas for Rental Vehicle		53.44	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230315</b>	<b>Invoice Number: GCHS 093022-3</b>	<b>Amount: 592.50</b>
Description: Dinner for PTC- 09/29		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u> <u>In Full</u>
10 1151 6411 1925 3 40001	CHIPOLTE - PTC 9/29/22		592.50	N Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230236</b>	<b>Invoice Number: GCHS 093022-4</b>	<b>Amount: 721.10</b>
Description: Volleyball equipment		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1411 6411 1925 3 00000	ALL VOLLEYBALL - Volley ball equipment		721.10		N	Final
<b>Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 22-230239 Invoice Number: GCHS 093022-5 Amount: 164.37</b>						
Description: Training Gear - Boys Soccer Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X						
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1411 6411 1925 3 00000	DICKS - MISSING RECEIPT		1.50		N	Final
10 1411 6411 1925 3 00000	DICKS - MISSING RECEIPT		7.08		N	Final
10 1411 6411 1925 3 00000	DICKS - MISSING RECEIPT		48.36		N	Final
10 1411 6411 1925 3 00000	DICKS - MISSING RECEIPT		107.43		N	Final
<b>Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 22-230238 Invoice Number: GCHS 093022-6 Amount: 73.48</b>						
Description: Athletic Tape Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X						
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1411 6411 1925 3 00000	AMAZON - Athletic Tape		73.48		N	Final
<b>Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 22-230225 Invoice Number: GCHS 093022-7 Amount: 105.92</b>						
Description: Homecoming attire Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X						
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1411 6411 1925 3 00000	AMAZON - Homecoming crowns & accessories		105.92		N	Final
<b>Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: 22-230290 Invoice Number: GCHS 093022-8 Amount: 357.66</b>						
Description: Staff birthday door decorations Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X						
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1151 6411 1925 3 40001	AMAZON - Staff Birthday Decorations		70.11		N	Final
10 1151 6411 1925 3 40001	AMAZON - Staff Birthday Decorations		163.83		N	Final
10 1151 6411 1925 3 40001	AMAZON - Staff Birthday Decorations		23.97		N	Final
10 1151 6411 1925 3 40001	AMAZON - Staff Birthday Decorations		35.77		N	Final
10 1151 6411 1925 3 40001	AMAZON - Staff Birthday Decorations		25.60		N	Final
10 1151 6411 1925 3 40001	AMAZON - Staff Birthday Decorations		38.38		N	Final
<b>Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: GCMS 093022 Amount: 375.71</b>						
Description: Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X						
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1131 6411 3925 3 40001	MISSING RECEIPTS		375.71		N	
<b>Vendor ID: SECURITYB SECURITY BANKCARD CENTER, INC. PO Number: Invoice Number: JH 093022 Amount: 39.60</b>						
Description: Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00						
Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X						

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2321 6411 0000 3 00000	WALMART - School Boxes NO PO		46.04		N	
10 2321 6343 0000 3 00000	BAYMONT - Room credit		(6.44)		N	

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230216</b>	<b>Invoice Number: JH 093022-1</b>	<b>Amount: 14.20</b>
Description: Amazon orders for Sped Teachers		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 1221 6411 3925 3 12210	AMAZON - Classroom Supplies		14.20		N	Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230300</b>	<b>Invoice Number: JH 093022-2</b>	<b>Amount: 512.54</b>
Description: breakroom supplies, snacks for PD's		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2321 6411 0000 3 00000	COSTCO - Breakroom Supplies		352.34		N	Final
10 2321 6411 0000 3 00000	COSTCO - Breakroom Supplies		160.20		N	Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230224</b>	<b>Invoice Number: JH 093022-3</b>	<b>Amount: 34.22</b>
Description: Amazon Books		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2321 6411 0000 3 00000	AMAZON - Book		34.22		N	Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230293</b>	<b>Invoice Number: JH 093022-4</b>	<b>Amount: 29.48</b>
Description: Amazon Book Order for Student Services		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2644 6411 0000 3 40001	AMAZON - Book for student services		29.48		N	Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230304</b>	<b>Invoice Number: JH 093022-5</b>	<b>Amount: 366.46</b>
Description: lodging		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2644 6343 0000 3 40001	FOUR SEASONS - MOASPA Conf		(187.01)		N	Final
10 2644 6343 0000 3 40001	FOUR SEASONS - MOASPA Conf		403.96		N	Final
10 2644 6343 0000 3 40001	FOUR SEASONS - MOASPA Conf		(33.72)		N	Final
10 2644 6343 0000 3 40001	FOUR SEASONS - MOASPA Conf		183.23		N	Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230360</b>	<b>Invoice Number: JH 093022-6</b>	<b>Amount: 738.76</b>
Description: sams club, kit kat bars		Invoice Date: 09/30/2022	Due Date: 10/26/2022	Status: AP 1099 Amount: 0.00
Sequence: 1	Check Type: Automatic Payment	Checking Account ID: 1	Check Number: 10262201	Check Date: 10/26/2022 CC: X

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 2321 6411 0000 3 00000	SAMS - Kitkat bars		738.76		N	Final

<b>Vendor ID: SECURITYB</b>	<b>SECURITY BANKCARD CENTER, INC.</b>	<b>PO Number: 22-230363</b>	<b>Invoice Number: JH 093022-7</b>	<b>Amount: 546.04</b>
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Description: Sams Club- Kit Kat bars  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00  
 Check Number: 10262201 Check Date: 10/26/2022 CC: X  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 10 2321 6411 0000 3 00000      SAMS - Kitkat bars           546.04           N      Final

**Vendor ID: SECURITYB      SECURITY BANKCARD CENTER, INC.      PO Number:      Invoice Number: MAINT 093022      Amount:      1,746.85**

Description: Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 10 2541 6411 1925 3 00000      AMAZON - Sign Holders           100.79           N  
 10 2541 6411 1925 3 00000      AMAZON - Volleyball Net Crank           233.99           N  
 10 2541 6411 1925 3 00000      AMAZON - Fire Alarm Panel Keys           18.59           N  
 10 2541 6411 6905 3 00000      AMAZON - Hand Held Stop Signs           51.71           N  
 10 2541 6411 6905 3 00000      AMAZON - Picture Frame and Markers           37.66           N  
 10 2541 6411 6905 3 00000      PAC-KING - Crates for School Kitchen           674.82           N  
 10 2541 6411 6905 3 00000      HOME DEPOT - Paint Supplies           447.26           N  
 10 2541 6411 6905 3 00000      HOME DEPOT - Paint Supplies           66.68           N  
 10 2541 6411 3925 3 00000      HOME DEPOT - Paint Supplies           16.76           N  
 10 2541 6411 3925 3 00000      WEBSTAURANT - Oven Replacement Handle           70.61           N  
 10 2541 6411 0000 3 00000      WESTLAKE - Plumbing Parts           27.98           N

**Vendor ID: SECURITYB      SECURITY BANKCARD CENTER, INC.      PO Number: 22-230003      Invoice Number: SPED 093022-1      Amount:      935.76**

Description: Margaritaville Lake Resort Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 10 2644 6343 0000 3 40001      MARGARITAVILLE -45th Annual MO-CASE Conf           233.94           N      Final  
 10 2644 6343 0000 3 40001      MARGARITAVILLE -45th Annual MO-CASE Conf           350.91           N      Final  
 10 2644 6343 0000 3 40001      MARGARITAVILLE -45th Annual MO-CASE Conf           350.91           N      Final

**Vendor ID: SECURITYB      SECURITY BANKCARD CENTER, INC.      PO Number:      Invoice Number: SS 093022      Amount:      1.99**

Description: Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 10 2511 6412 0000 3 40001      GOOGLE - Storage Support Monthly Charge           1.99           N

**Vendor ID: SECURITYB      SECURITY BANKCARD CENTER, INC.      PO Number:      Invoice Number: TECH 093022      Amount:      220.00**

Description: Invoice Date: 09/30/2022 Due Date: 10/26/2022 Status: AP 1099 Amount: 0.00  
 Sequence: 1 Check Type: Automatic Payment Checking Account ID: 1 Check Number: 10262201 Check Date: 10/26/2022 CC: X  
Chart of Account Number      Detail Description      Cost Center ID      Detail Amount      1099 Detail Amount      Asset/Asset Tag      In Full  
 10 2511 6412 0000 3 40001      TANDEM - Monthly Subscription           220.00           N

**Invoice Listing - Detail**  
Posted - All; Batch Description CC 093022

Report 1099 Total: 0.00

Report Total: 18,867.57

**EDUCATIONAL SERVICES AGREEMENT  
BY AND BETWEEN  
NEWTON ALLIANCE, LLC  
AND  
Guadalupe Centers Charter School**

**THIS AGREEMENT** (the “Agreement”) is made and entered into as of October 4th, 2022 by and between Newton Alliance, LLC, a wholly-owned subsidiary of Catapult Learning, LLC (“Company”), a Delaware Limited Liability Company with its principal place of business at PO Box 444, Elmsford NY 10523, and Guadalupe Centers Charter School located at 1015 Avenida Cesar E Chavez, Kansas City, Missouri, 64108, United States (the “District”).

**WITNESSETH:**

**WHEREAS**, Company possesses certain expertise in assessment, data analysis, curriculum design, alignment and student achievement planning, professional development and other methods designed to raise student achievement and offers a product contained herewith as the Program (the “Program”); and

**WHEREAS**, the District is desirous of engaging Company to provide certain educational services contemplated by the Program; and

**WHEREAS**, Company and the District desire to memorialize terms of their agreement on the Services that Company shall provide to the Schools;

**NOW THEREFORE**, in consideration of the promises, mutual covenants and agreements herein set forth, Company and the District do hereby agree as follows:

**ARTICLE 1  
TERM**

**1.1. Term.** The term of this Agreement (“Term”) shall commence on October 4th, 2022 (the “Commencement Date”) and end on May 31st, 2023.

**ARTICLE 2  
INDEPENDENT CONTRACTOR RELATIONSHIP**

**2.1. Independent Contractor.** Company shall provide the Services under this Agreement as an independent contractor of the District. As such, Company shall have the exclusive right to determine when, how and by whom the Services shall be provided, consistent with the terms of this Agreement.

**2.2. No Partnership.** Nothing in this Agreement shall be construed as creating a single enterprise, partnership, joint venture or employer-employee relationship between Company and the District.

**ARTICLE 3**

## SCOPE OF SERVICES TO DISTRICT

Company shall provide the following services under this Agreement (the “Services”) to the Schools to support student achievement:

**3.1. Evaluate™ Monthly Student Achievement and Accountability System.** Company shall offer its Evaluate™ Monthly Student Achievement and Accountability System to the School, providing each such School with up to ten (10) online, monthly assessments in reading and math aligned to Missouri academic standards.

**A. Features of Evaluate™.** Key features of Evaluate™ include:

1. Teachers, School Administrators and Chief Academic Officer access to monthly Evaluate data through the web-based, hosted Evaluate Assessment System;
2. Instantaneous data on student performance through multiple reports, including longitudinal, threshold and standard reporting;
3. Data available at the District, School, class, subject and student level Monthly delivery of assessments to each subscribed student; and
4. Subject to the terms of Article 6 hereof, the Schools will receive up to 554 limited licenses in the aggregate (allocated as set forth below) to use the Evaluate™ software and other Company Materials (as defined herein), which limited license includes, but is not limited to, the Company’s web-based interactive platform and knowledge management system, the License (as defined herein), and other related resources and materials to support the School’s teachers and administrators. If the District requests any additional licenses for Evaluate™, this Agreement shall be automatically updated to include the new licenses in the Agreement. The parties agree to execute an Amendment to this Agreement for the addition of any grade levels. The licenses shall be allocated as follows:

Number of Licenses	Grade Level
75	English 2 Only
134	2 <sup>nd</sup> through 5 <sup>th</sup> Grade Math Only (2 <sup>nd</sup> semester only)
345	Middle School

**B. Evaluate™ Support.** In support of Evaluate™, Company shall:

1. Provide Evaluate™ support via email and a 1-800 number during normal School hours;
2. Provide automatic delivery of each month's assessments; and
3. Provide email updates on software enhancements.

**C. Evaluate™ Professional Development Services.** Professional Development to be provided with Evaluate shall include:

1. Company will provide 2 sessions of differentiated professional development services as selected by School leaders in consultation with Company in targeted areas based upon the needs of the Schools.
2. Additional professional development support days will be provided as requested by District during the Term for an additional fee of Two Thousand Five Hundred and 00/100 (\$2,500) dollars per day.

#### **ARTICLE 4 DISTRICT'S RESPONSIBILITIES**

**4.1.** If applicable, the District shall be responsible for providing, maintaining and timely repairing the technology and infrastructure within the District necessary to implement Evaluate™ at the Schools, to be defined in a Service Level Agreement (if any) at time of contract, including computer readiness, fully functioning labs on an ongoing basis, data systems, connections and firewall protection. The District shall ensure that any such technology and infrastructure issues within the District or Schools will be resolved in a timely manner to ensure effective implementation of Evaluate™ and so as to not negatively impact the ability of students to take their assessments.

**4.2.** The District shall provide student data from the student information system ("SIS") in file formats that bridge the District's SIS into the Evaluate™ system.

**4.3.** The District shall provide Company access to the data necessary to deliver the Program.

**4.4.** The District shall use its best efforts to enable School Principals, administrators and teachers to attend Company professional development sessions and meetings.

#### **ARTICLE 5 FINANCIAL**

**5.1. Fee and Payment Schedule.** In consideration for the provision of Services and materials as described in this Agreement, the District shall pay to Company an implementation fee for each school year (2022-2023) in the amount of \$10,704.00 (the "Alliance Fee"). The District shall pay the Alliance Fee to Company in one (1) payment due within 30 days of receipt of invoice.

**5.2. Late Payments.** Late payment of the Alliance Fee shall incur interest at a rate of 6% per annum on the unpaid portion of the Alliance Fee.

#### **ARTICLE 6 PROPRIETARY INFORMATION AND CONFIDENTIAL INFORMATION**

**6.1.** Company acknowledges and agrees that, notwithstanding its ownership of copyrights and other proprietary rights to the instructional materials, training materials, curriculum and lesson plans (including, but not limited to, the Evaluate™ licenses described under Section 3.1(A)(4) hereof) and any other materials provided by Company as part of the obligations of Company under this Agreement, and to all additions, supplements or modifications to such materials (the “Company Materials”), Company hereby grants to the District a limited license to use (as per the terms of Article 3 above), during the Term, the Company Materials provided by Company in connection with the provision of Services contemplated by this Agreement.

**6.2.** The District acknowledges that notwithstanding the limited license granted by Company for use of the Company Materials as per Section 6.1 herein, Company shall have the right to license, modify and/or sell the Company Materials to other school districts, customers and others in any manner it chooses to do so in its sole discretion.

**6.3.** The District is expressly prohibited from selling, donating, giving, copying, reproducing or otherwise transferring the Company Materials to any other school, school district, organization, or to any other entity or person for any reason whatsoever without the express written permission of Company. Any such transfer may result, in Company's sole discretion, in an immediate revocation of the limited license, termination of this Agreement and subject the District to potential financial liabilities pursuant to the United States Copyright Act. Nothing contained herein shall be construed in a manner that would cause the District to act or fail to act in a manner that would cause the District to violate any open records or similar law.

**6.4.** With respect to the testing data and results produced from the administration of Evaluate™, each District, subject to Section 6.3 herein and notwithstanding Section 9.5 below, may retain such data and results for its own continued use subsequent to any termination of this Agreement.

## **ARTICLE 7 REPRESENTATIONS**

### **7.1. Representations of the District.**

**A.** The District represents and warrants that it has the authority under State law to execute, deliver and perform this Agreement, to incur the obligations provided for under this Agreement and to contract with Company for Company to provide the Services set forth in this Agreement.

**B.** The District represents and warrants that this Agreement constitutes a legal, valid and binding obligation of the District, enforceable in accordance with the terms and conditions set forth throughout the Agreement.

**C.** The District represents and warrants that as of the date of this Agreement it has the technology necessary to meet the requirements of Section 4.1 and has entered into the appropriate Service Level Agreements (if any) to ensure such technology will be available throughout the Term of this Agreement.

## **7.2. Representations of Company.**

**A.** Company represents and warrants that Company is a limited liability company duly organized and existing under the laws of the State of Delaware and is duly authorized and qualified to do business in the State of Missouri with lawful power and authority to enter into this Agreement, acting by and through its duly authorized officers.

**B.** Company represents and warrants that this Agreement constitutes a legal, valid and binding obligation of Company, enforceable in accordance with its terms and conditions set forth throughout the Agreement.

**C.** Company represents that the services to be provided hereunder shall be of comparable or higher quality and meets the standards as would be necessary if performed by the District.

## **ARTICLE 8 INDEMNIFICATION**

**8.1. Legal Representation and Costs; Cooperation.** Except as expressly provided herein, each party shall be responsible for its own legal representation and legal costs. Except where there is an actual or potential conflict of interest, the District and Company shall exercise their reasonable best efforts to fully cooperate with legal counsel for one another in connection with any legal claim asserted against either of them on a matter related to the work described in this Agreement. Notwithstanding any other provision of this Agreement, neither party shall settle or compromise any claim against the other without the express written permission of that party.

**8.2. Indemnification by Company.** To the extent possible under State law, Company shall indemnify the District against any liabilities and expenses (including reasonable attorneys' fees) the District incurs because of a third-party claim against the District due to Company's gross negligence or willful misconduct in performing its obligations under this Agreement, except any portion of such liabilities and expenses resulting from the District's negligence or misconduct. Company shall also indemnify the District for any third-party claim that any of the Company Materials or any professional development programs provided to the District infringe the third party's copyright or other proprietary rights. Company shall have the right to substitute new materials or services for any Company Materials or professional development that Company believes may give rise to a claim by another party or is otherwise unable to provide.

**8.3. Indemnification by the District.** To the extent possible under State law, the District shall indemnify Company against any liabilities and expenses (including reasonable attorneys' fees) Company incurs because of a third-party claim against Company due to the District's gross negligence or willful misconduct in performing its obligations under this Agreement, except any portion of such liabilities and expenses resulting from Company's negligence or misconduct.

**8.4. Right of Defense.** If either party claims the right to indemnification under this Agreement, it must do so by notifying the other party in writing. The prospective indemnifying party shall have the right, but not the obligation, to control the defense of any claim for which it indemnifies the

other party and the party seeking indemnification shall cooperate in the defense of the claim, provided that it participates at its own expense with counsel of its own choosing.

**8.5. No Waiver.** The foregoing provisions shall not be deemed a relinquishment or waiver of any kind of applicable limitations of liability to third parties provided or available to any of the parties under applicable state governmental immunities laws.

## **ARTICLE 9 EXPIRATION, ISSUE RESOLUTION AND TERMINATION**

**9.1. Expiration.** Upon expiration of the Term, this Agreement shall expire unless the parties hereto have entered into a written instrument extending this Agreement.

**9.2. Issue Resolution.** It is the intent of the parties to work collaboratively to timely address and resolve any issues that arise with respect to the performance of Services under this Agreement. To such end, the District shall present any issues regarding services provided to the District by Company. Company shall then work with the District to resolve all such issues in a timely manner. All such requests for issue resolution shall be made by email to [Evaluate@Catapultlearning.com](mailto:Evaluate@Catapultlearning.com). Company shall use diligent efforts to resolve issues relating to technology, business services and human resources within fifteen (15) business days and all other issues within seven (7) business days.

**9.3. Termination.** If either party substantially breaches any of the material provisions of this Agreement, and such breach is not cured within sixty (60) days of receipt of written notice of the breach sent by certified mail return receipt requested from the other party, then the non-breaching party shall have the option of immediately terminating this Agreement.

**9.4. Post-Termination and Post-Expiration.** Except as set forth in Section 6.5 and 6.6 and as provided herein, in the event of termination or expiration of this Agreement, all rights granted under this Agreement shall cease. Upon any termination or expiration of this Agreement (a) Company shall cease to provide access to the Company Materials to the District; (b) each party shall, within thirty (30) days, destroy the other party's data, confidential information and marketing, sales and promotional materials provided by the other party; (c) the District shall, within thirty (30) days, return to Company the Company Materials; and (d) Company shall, within thirty (30) days, provide to the District a final accounting of all payments owed by the District to Company. The District shall pay to Company all outstanding fees in accordance with the payment schedule set forth in this Agreement; provided, however, that the District shall not be obligated to pay the outstanding fees that have accrued during a period (i) in which Company is in material breach of this Agreement and (ii) District has provided written notice thereof, until Company's cure of such material breach. Upon such cure, the District shall pay any amounts withheld pursuant to the preceding sentence within five (5) business days.

## **ARTICLE 10 DISCLAIMERS AND LIABILITY LIMITATION**



**10.1. Warranty and Disclaimers.** For a period of ninety (90) days (the "Warranty Period") from the later of (i) the date of purchase or (ii) the date of availability of Evaluate™, Company warrants to the District that Evaluate™, when installed, configured, used and maintained in accordance with Company's then-current published installation, configuration, use and maintenance specifications, will, in its unaltered form, conform substantially to Company's then-current published functional specifications for Evaluate™. Licensee's sole and exclusive remedy, and Company's sale obligation, for a breach of this warranty shall be for Company to replace the media in the case of breach of this Warranty. EXCEPT AS SET FORTH IN THE PRECEDING SENTENCE, COMPANY SERVICES AND MATERIALS ARE PROVIDED "AS IS". COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE (WHETHER OR NOT THE PURPOSE HAS BEEN DISCLOSED), INCLUDING ANY WARRANTY THAT THE SERVICES OR MATERIALS SHALL BE UNINTERRUPTED OR ERROR FREE.

**10.2. Liability Limitation.** IN NO EVENT SHALL ANY PARTY BE LIABLE TO ANY OTHER PARTY UNDER THIS AGREEMENT (UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING FOR INDEMNIFICATION) FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, FOR LOST PROFITS, REVENUES, BUSINESS OR DATA). EACH PARTY'S LIABILITY UNDER THIS AGREEMENT (UNDER ANY LEGAL OR EQUITABLE THEORY) IS LIMITED TO THE AMOUNT THE DISTRICT HAS PAID TO COMPANY DURING THE CURRENT TERM OF THE AGREEMENT.

## **ARTICLE 11 MISCELLANEOUS**

**11.1. Alternate Dispute Resolution.** The parties agree to cooperate in good faith in all actions relating to this Agreement, to communicate openly and honestly, and generally to attempt to avoid disputes in connection with this Agreement. If, nevertheless, a dispute should arise in connection with this Agreement, the parties agree to use their best efforts to resolve such dispute in a fair and equitable manner and without the need for expensive and time-consuming litigation. Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules. The place of arbitration shall be as agreed to between the parties and Missouri law shall apply. Judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof

**11.2. Force Majeure.** No party shall be liable if the performance of any part or all of this contract is prevented, delayed, hindered or otherwise made impracticable or impossible by reason of any strike, flood, riot, fire, explosion, war, act of God, sabotage, accident or any other casualty or cause beyond either party's control, and which cannot be overcome by reasonable diligence and without unusual expense.

**11.3. No Third Party Beneficiary Rights.** No third party, whether a constituent of the District or otherwise, may enforce or rely upon any obligation of, or the exercise of or failure to exercise

any right of, the District or Company in this Agreement. This Agreement is not intended to create any rights of a third party beneficiary.

**11.4. Certification Regarding Suspension and Debarment.** Company certifies, to the best of its knowledge and belief, that (1) Company and/or any of its principals or subcontractors: (a) are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency; (b) have not, within the three-year period preceding this application, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and (c) are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated above; and. (2) Company has not, within a three-year period preceding this application, had one or more contracts terminated for default by any public (Federal, State, or local) entity.

**11.5. Student Records.** The District hereby designates employees of Company as having a legitimate educational interest such that they are entitled to access to education records under 20 U.S.C. §1232g of the Family Educational Rights and Privacy Act. Company, its officers and employees shall comply with the Family Educational Rights and Privacy Act at all times.

**11.6. Appendices and Exhibits.** The parties agree to the terms and conditions of this Agreement and the Appendices attached hereto and incorporated herein by reference.

**11.7. Entire Agreement.** This Agreement and the Appendices and Exhibits hereto shall constitute the full and complete agreement between the parties. All prior representations, understandings and agreements are merged herein and are superseded by this Agreement.

**11.8. Construction and Enforcement.** This Agreement shall be construed and enforced in accordance with the laws of the State of Missouri. Any judicial intervention or enforcement shall be in the state courts located in Missouri, or the United States District Court for the District of Missouri which have jurisdiction over any dispute arising from this Agreement. For the purposes of this Section 11.8, Company agrees to subject itself to the jurisdiction of the State of Missouri courts and the Federal courts located in the State of Missouri.

**11.9. Amendments.** This Agreement may be altered, amended, changed or modified only by agreement in writing executed by Company and a properly authorized representative of the District.

**11.10. Section Headings.** The section headings shall not be treated as part of this Agreement or as affecting the true meaning of the provisions hereof. The reference to section numbers herein shall be deemed to refer to the numbers preceding each section.

**11.11. Invalidity of Provisions of this Agreement.** If, for any reason, any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of the other provisions hereof shall not be affected thereby.

**11.12. Assignment.** No assignment of this Agreement or of any duty or obligation or performance or payment hereunder, shall be made by either party, in whole or in part, without the prior written consent of the other party, which consent shall not be unreasonably withheld, except that Company may assign this Agreement or any duty or obligation or performance or payment hereunder to its successor or any entity acquiring all or substantially all of the assets and/or equity of Company.

**11.13. No Waiver.** No waiver of any provision of this Agreement shall be deemed or shall constitute a waiver of any other provision. Nor shall such waiver constitute a continuing waiver unless otherwise expressly stated.

**11.14. Notices.** All notices required or permitted by this Agreement shall be in writing and shall be either personally delivered or sent by nationally-recognized overnight courier, facsimile or by registered or certified U.S. mail, postage prepaid, addressed as set forth below (except that a party may from time to time give notice changing the address for this purpose). A notice shall be effective on the date personally delivered, on the date delivered by a nationally-recognized overnight courier, on the date set forth on the receipt of a telecopy or facsimile, or upon the earlier of the date set forth on the receipt of registered or certified mail or on the fifth day after mailing.

To Company at:  
Newton Alliance, LLC  
PO Box 444  
Elmsford NY 10523.  
Attn: Contracts Department  
Phone: (856) 831-7909  
Facsimile: (856) 831-7886

To District at:  
Guadalupe Centers Charter School  
1015 Avenida Cesar E Chavez  
Kansas City, MO, 64108.  
Attn: Eduardo Mendez

**11.15. Survival.** All representations, warranties and indemnities made herein shall survive termination of this Agreement.

**11.16. Counterparts.** This Agreement may be executed in any number of separate counterparts each of which when executed by and delivered to the other parties; which delivery may be by facsimile, shall be an original as against the parties whose signature appears on such counterpart, but all such counterparts shall together constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date first set forth above.

**Guadalupe Centers Charter School**

By:

Name:

Title:

Date:

**NEWTON ALLIANCE, LLC**

By:

Name:

Title:

Date:

DocuSigned by:  
  
9769B9D8F950417...  
Suzanne DeZego

Vice President

10/4/2022

# SupportEd Professional Development

Proposal for Guadalupe Centers Charter Schools (October 12, 2022)

## Overview

**i** Guadalupe Centers Charter Schools would like Dr. Sydney Snyder to provide an in-person professional learning opportunity to approximately 200 PreK-12 educators, administrators, and classified staff.

## Project Deliverables

Service or Product	Description	Fee
<b>Leveraging Your Expertise to Advance Multilingual Learners' Equity</b>  Date: March 3, 2023 Time: TBD	During this full-day in-person professional development session, participants will: <ul style="list-style-type: none"> <li>• Discuss the sense of urgency and role of advocacy in fostering a culturally responsive climate for MLs.</li> <li>• Define culture and culturally responsive teaching for MLs.</li> <li>• Explore the role of culture in teaching and learning for MLs.</li> <li>• Plan to apply culturally responsive teaching tools and strategies in their context.</li> </ul>	\$9,200 (all-inclusive)
<b>All-Inclusive Total:</b>		<b>\$9,200</b>

## Budget Terms

SupportEd's all-inclusive fee includes:

1. A virtual planning session to determine your participants' strengths and needs
2. Electronic versions of materials and handouts customized for Guadalupe Centers Charter Schools
3. Interactive professional development facilitated by Dr. Sydney Snyder
4. A participant evaluation form for each professional development session
5. A Padlet of additional resources that will remain live
6. A debrief after the session

As part of this agreement, Guadalupe Centers Charter Schools will provide:

- An LCD projector and/or a SmartBoard for face-to-face presentations to SupportEd.
- Hard copies of handouts (black and white, double sided) which will be submitted by SupportEd five (5) days prior to each day of PD for copying unless client requests additional days.
- Additional materials as needed to SupportEd, including, but not limited to: poster paper, markers, sticky notes and index cards. The list of requested supplies will be provided by SupportEd when electronic versions of materials and handouts are shared.



## Cancellation Policy

Cancellation of any or portion of the contract by Guadalupe Centers Charter Schools prior to the start date of the professional development will assess a cancellation fee of 25% of the total contract.

Cancellation Date	Percentage of Fee
More than 30 days prior	25%
Between 30 and 10 days prior	50%
Less than 10 days prior	75%

Days may be rescheduled based upon SupportEd's availability, and rescheduling may also result in a rebooking fee for travel and/or lodging.

## Purchase Order Details

The following details are provided for convenience should a purchase order be required to pay for SupportEd services. A copy of SupportEd's W9 may be found [here](#).

Company Name:	<b>SupportEd, LLC</b>
Contact Person:	<b>Galen Murray</b>
Email:	<b>SupportEd_AR@SupportEd.com</b>
Address:	<b>11468 Meath Dr Fairfax, VA – 22030</b>
Phone:	<b>(202) 660-1444</b>

**i** *The submission of a purchase order or contract to SupportEd, LLC constitutes an acknowledgement of and agreement to the above Budget Terms and Cancellation Policy sections of this proposal.*

## SupportEd Company Capabilities

**i** *SupportEd has provided ongoing EL professional development and technical assistance to multiple school districts of varying sizes as well as the U.S. Department of Education for over a decade.*

SupportEd leverages our expertise as EL administrators, teachers, and researchers to bridge research with best practices and provide practical, actionable recommendations based on our work within and across school districts. For example, we have worked with districts implementing new, comprehensive state policies affecting districts' growing EL populations and their teachers. We have developed and analyzed online surveys on school-level implementation of state and district policy. We have developed research-based EL instruction observation tools to use during classroom walkthroughs and have shared our findings with building and district administrators. We have developed district strategic plans for EL and bilingual services as well as EL program guidebooks, supports for dual language programming, and EL programmatic and scheduling recommendations collaboratively working with our district clients. We have reviewed and provided suggestions on EL program models and have created EL professional development plans as well as K-12 ELD standards-aligned curricula. In addition, we have provided our expertise to various school districts on staffing for EL services, EL assessment, EL exit procedures, EL family engagement, and EL progress monitoring.

Our work is framed around the following five guiding principles (Staehr Fenner & Snyder, 2017):

1. ELs bring many strengths to the classroom.
2. ELs learn best when they are taught in a welcoming and supportive school climate.
3. ELs should be taught language and content simultaneously.
4. ELs benefit when their teachers collaborate to share their expertise.
5. ELs excel when their teachers leverage advocacy and leadership skills.

## Facilitator Biography



**Sydney Snyder, Ph.D. is a Principal Associate** at SupportEd. She will serve as the point of contact and will facilitate the session for Guadalupe Centers Charter Schools. Sydney has significant experience in developing and conducting interactive professional development for teachers of ELs in several states, including Maryland, New Jersey, New York, and Pennsylvania. Sydney led a project for the National Education Association to create and pilot blended professional development modules focused on the instruction and assessment of ELs, advocacy for ELs, second language acquisition, and culture. She has also created and facilitated professional development that focuses on research-based strategies to support ELs' language development and academic achievement for teachers in multiple states. Sydney brings significant experience developing curriculum, writing literature reviews, and facilitating working group meetings. For the U.S. Department Education in partnership with the American Institutes for Research, Sydney helped convene a panel to select a set of English language proficiency standards for adults and led the development of an online module to provide training on the standards. In addition to her work at SupportEd, Sydney co-authored two books with Diane Staehr Fenner, *Culturally Responsive Teaching for Multilingual Learners: Tools for Equity* (2021) and best-selling *Unlocking English Learners' Potential: Strategies for Making Content Accessible* (2017). Sydney is also a frequent presenter at conferences on topics related to EL education and advocacy. Sydney brings extensive instructional experience, having taught ESOL/English as a Foreign Language for over 15 years. She taught most recently in Falls Church, Virginia where she was also the K-12 ESOL Curriculum and Instruction Resource Teacher for the district. Sydney earned her Ph.D. in Multilingual/Multicultural Education at George Mason University and her MAT in TESOL at the School for International Training.

## Feasibility Study Proposal- Dual Language Immersion Program at GCCS

**Principal Investigator: Uzziel H. Pecina, Ed.D. - Vice President of Pipeline Programs, Latinx Education Collaborative (LEC).**

Proposal to examine the feasibility of implementing a Dual Language Immersion (DLI) program at Guadalupe Centers Charter Schools.

### **Section I. Purpose and Key Deliverables of the Feasibility Study to be completed by 2/10/23 (end date can be extended as mutually agree upon)**

1. Provide a final report with recommendations to determine if GCCS should establish a DLI program for the long-term based on following criteria:
  - demographics of the student population (70%+ English Learners, 96% Latino, 95% FRL)
  - stakeholder input (including students, parents, school staff, and community members)
  - alignment with the district strategic plan goal Culturally Responsive and Sustaining education
  - developing bilingual/biliterate students in English and Spanish (including non-EL students)
  - best practice and research of which DLI model will have the greatest impact on the academic, social, and emotional needs of our students
2. Provide a synthesis/summary of current research and best practice on DLI that includes both quantitative and qualitative measures.
3. Provide a recruitment plan for bilingual teachers as an essential component of the study.
4. Provide an initial Year 1 implementation plan with key goals, objectives, action steps, timeline, costs, etc.

### **Section II. Design of the Study**

- Gather and analyze data such as: student demographics, mobility rates, and instructional capacity, this study identifies the advantages and disadvantages of program implementation at various sites within GCCS.
- The study includes a synthesis/summary of current research and best practice on DLI in various school settings that includes both quantitative and qualitative measures.

#### **Quantitative Criteria**

- School Capacity (Elementary, Middle, High School)
- Cost of Implementation (teacher recruitment, curriculum resources, professional development, school leadership support, etc.),
- Other Considerations – success/lack of success of other DLI programs in the Kansas City Area (KCPS, Blue Valley School District, Olathe School District) and across the country (UnidosUS network of charter schools)

#### **Qualitative Criteria**

- Surveys and focus groups with parents to determine their level of understanding and support for a DLI program
  - Survey and focus groups with students, staff, and school administration
- The study shall include a list of strategies and best practices on the recruitment and retention of bilingual teachers.



### Section III. Fees and Payments

The cost estimate with the anticipated number of hours and work associated with the key deliverables of the feasibility study is listed below.

- The Principal Investigator will plan for at least 8 hours of work per week, 32 hours per month, 128 hours throughout the 4 months of the proposed study October 10, 2022, to February 10, 2023 (end date can be extended as mutually agree upon).
- The Principal Investigator will schedule bi-monthly meetings (in person or via Zoom) with the GCCS district leadership team to schedule planning/information sessions, key deliverable dates, community/district meetings, and board presentations. The scheduled dates can be adjusted as needed.
- The total work scope cost for the study to be paid directly to the Principal Investigator is \$15,000.00.
  - The 1<sup>st</sup> payment of \$7,500.00 will be on Friday, December 9, 2022. The 2<sup>nd</sup> payment of \$7,500.00 will be paid upon completion of all deliverables outlined in Section I of this proposal.

### Section IV. Other Considerations/Requirements:

- The study will require some travel locally, nationally, and potentially internationally to visit and learn best practices from exemplar schools that have effectively implemented DLI programs that have yielded great results for students and for bilingual teacher recruitment.
  - The Principal Investigator will jointly schedule visits with school personnel related to the feasibility study. The recommended budget for travel is \$10,000.00.
  - GCCS will be responsible for making and paying for all expenses associated with travel arrangements.
- The Principal Investigator will provide the necessary Human Resources and tax form documents to GCCS upon joint approval of this agreement.

**Contractual Agreement for Feasibility Study Completion as outlined above.**

\_\_\_\_\_  
Uzziel Hernandez Pecina, Ed.D.  
Principal Investigator

\_\_\_\_\_  
Date

Guadalupe Centers Charter School

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix A

1. <https://carla.umn.edu/immersion/resources.html>
2. [https://ncela.ed.gov/files/rcd/TO20\\_DualLanguageRpt\\_508.pdf](https://ncela.ed.gov/files/rcd/TO20_DualLanguageRpt_508.pdf)
3. [https://www.air.org/sites/default/files/downloads/report/SECC\\_InfoRequest\\_Best\\_Practice\\_Dual\\_Language\\_Programs\\_final.pdf](https://www.air.org/sites/default/files/downloads/report/SECC_InfoRequest_Best_Practice_Dual_Language_Programs_final.pdf)
4. [https://www.researchgate.net/publication/240623592\\_Review\\_of\\_Research\\_and\\_Best\\_Practices\\_on\\_Effective\\_Features\\_of\\_Dual\\_Language\\_Education\\_Programs](https://www.researchgate.net/publication/240623592_Review_of_Research_and_Best_Practices_on_Effective_Features_of_Dual_Language_Education_Programs)
5. <https://www.wested.org/resources/californias-best-practices-for-young-dual-language-learners-research-overview-papers/>
6. [https://www.berkeleyschools.net/wp-content/uploads/2011/10/TWIAstounding\\_Effectiveness\\_Dual\\_Language\\_Ed.pdf?864d7e](https://www.berkeleyschools.net/wp-content/uploads/2011/10/TWIAstounding_Effectiveness_Dual_Language_Ed.pdf?864d7e)
7. [https://osse.dc.gov/sites/default/files/dc/sites/osse/page\\_content/attachments/Content%20and%20Language%20Allocation\\_Slides.pdf](https://osse.dc.gov/sites/default/files/dc/sites/osse/page_content/attachments/Content%20and%20Language%20Allocation_Slides.pdf)
8. <https://www.doe.mass.edu/ele/programs/dle.html>
9. <https://www.cal.org/ndlf/pdfs/guiding-principles-for-dual-language-education.pdf>
10. <https://www.edweek.org/teaching-learning/opinion-seven-essential-components-for-successful-dual-language-programs/2018/05>
11. [https://youtube.com/watch?v=4pQKEiXDKVU&feature=share&utm\\_source=EKLEiJECCKjOmKnC5IiRIQ](https://youtube.com/watch?v=4pQKEiXDKVU&feature=share&utm_source=EKLEiJECCKjOmKnC5IiRIQ)



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

Date \_\_\_\_\_

Company Name: \_\_\_\_\_

The YMCA of Greater Kansas City is pleased to offer your employees all of the benefits of a Y membership. The YMCA of Greater Kansas City agrees to reduce the membership fees for your staff at the rates listed below, not to exceed a total of \$49,500 paid to the YMCA a year. You and your employees will be notified at least 30 days in advance of any membership rate adjustments.

YMCA of Greater Kansas City Healthy Living Partnership through **December 2023**:

	Individual	Household
Monthly Membership Rate	\$59.50	\$92
Less Company Contribution	_____	_____
Less YMCA Contribution	_____	_____
<b>Final Membership Dues</b>	_____	_____

Company Representative Name \_\_\_\_\_

Representative Title \_\_\_\_\_

Company Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Number of Employees: \_\_\_\_\_

X \_\_\_\_\_  
Company Representative

X \_\_\_\_\_  
Date

This document provides understanding of the Healthy Living Partnership monthly rate.

Again, thanks for choosing the Y to provide wellness benefits to you and your employees. We're for youth development, healthy living and social responsibility. Your partnership with the Y will reinforce these efforts in your employee's families and your community.

Mission  
The YMCA of Greater Kansas City, founded on Christian principles, is a charitable organization with an inclusive environment committed to enriching the quality of family, spiritual, social, mental and physical well-being.

**INSTRUCTIONAL CULTURE INSIGHT SURVEYS  
SERVICE AGREEMENT  
BY AND BETWEEN  
GUADALUPE CENTERS CHARTER SCHOOL  
AND TNTP, INC.**

**THIS SERVICES AGREEMENT** (this “**Agreement**”) is made by and between TNTP, Inc., a non-profit corporation organized under the laws of the State of Delaware, with its principal office at 500 Seventh Avenue, 8<sup>th</sup> Floor, New York, New York 10018 (“**TNTP**”), and Guadalupe Centers Charter School, with its principal office at 5123 Truman Rd, Kansas City, MO 64127 (the “**Client**”). This Agreement is effective as of September 1, 2021 or the later of the dates beneath the parties’ signatures below (the “**Effective Date**”), whichever is later.

**RECITALS**

- A.** TNTP is a national nonprofit that develops people, policies, and practices to advance effective teaching.
- B.** TNTP has developed the Instructional Culture Insight surveys (the “**ICI Surveys**”) and created the TNTP analysis methodology (the “**TNTP Analysis**”), which will provide the Client with access to the feedback and experiences of stakeholders across a school community to help leaders improve the instructional practices, culture and learning experience at their schools. The ICI Surveys and the TNTP Analysis are collectively referred to herein as “**ICI**”.
- C.** The Client would like to engage TNTP to launch and execute the ICI Service pursuant to the terms more particularly set forth below.

**AGREEMENT**

**NOW, THEREFORE**, the parties hereto agree as follows:

**ARTICLE I**

**Term & Services**

Section 1.1. Term and Services. This Agreement will commence on the Effective Date and will terminate on September 30, 2023 (the “**Term**”). TNTP or a subcontractor agrees to provide services for the Client as specified in Schedule A (“**TNTP’s Services**” or “**ICI Services**”), attached to and incorporated by reference in this Agreement. TNTP’s Client proposal will be considered accepted upon execution or upon commencement of the services at Client’s direction following Client’s instructions to commence services under the Proposal.

Section 1.2 Client Obligations. As part of the implementation and execution of the ICI Services, the Client will:

- i. appoint a survey point person to interface with TNTP staff, collect and provide accurate roster information to TNTP by the deadlines communicated by TNTP, monitor the response rate dashboard during the ICI Survey window, support implementation and distribute family surveys if applicable.
- ii. designate and provide accurate contact information to TNTP for purposes of access to their ICI Survey results in the ICI Reporting Platform. Any delay in providing such information may result in a delay of reporting deliverables.
- iii. make the Client’s staff available to review the ICI Survey results and determine action steps from the results.
- iv. encourage its staff, and other community stakeholders, as applicable, to participate in the ICI Surveys.
- v. abide by the ICI Reporting Platform’s Terms of Use which may be updated from time to time at TNTP’s sole discretion.
- vi. be responsible for its Participating Schools’ compliance with this Agreement, if applicable

- vii. be responsible for the accuracy, quality and legality of Client Data and the means by which it acquired the Client Data. For purposes of this Agreement, “**Client Data**” means all data and information submitted by or for the Client to TNTP to enable TNTP to provide the ICI Service.
- viii. prevent unauthorized access to or use of the ICI Service, including the ICI Reporting Platform, and will promptly notify TNTP of any unauthorized access or use.
- ix. have access to the client dashboard for up to 12 months following the conclusion of Client’s active ICI agreement. It is the Client’s responsibility to ensure Client has obtained any information needed from the client dashboard before access is terminated.

Section 1.3 Non-Exclusive. The Client acknowledges that the ICI Services are non-exclusive. TNTP is currently, and may in the future, perform the same, similar or other types of services for other school districts, charter management organizations, charter schools, and/or state agencies, that involve the use, modification, and redistribution of ICI, and the materials developed or provided by TNTP hereunder, and the Client agrees that TNTP may perform such services provided that such services do not conflict with the responsibilities or limitations set forth in this Agreement or involve the disclosure of non-public information that is provided to TNTP by the Client and designated as confidential by the Client at the time of disclosure by the Client.

## **ARTICLE II** **Compensation & Payment**

Section 2. Compensation. The Client shall have no responsibility for the Client Fee during the Term as outlined in Schedule A. The Client Fee will be paid under a separate third-party funding agreement between School Smart KC, Inc. and TNTP. Should TNTP’s funding for the project be terminated or reduced at any time and for any reason, TNTP may elect to immediately terminate this agreement, or, if TNTP does not elect to terminate this Agreement, the parties may renegotiate TNTP’s Services and amend this Agreement accordingly.

## **ARTICLE III** **Termination**

Section 3.1. Termination for Cause. If at any time either of the parties believes that the other party has materially breached its obligations hereunder, written notice shall be given setting forth in reasonable detail the asserted breach and providing an opportunity to cure the same within thirty (30) days after receipt of such written notice. If the asserted breach is not cured to the reasonable satisfaction of the party providing the written notice, but reasonable attempts to cure are claimed in writing by the party to whom the written notice of asserted breach was given, said party will have an additional opportunity to cure for a period of thirty (30) days following the expiration of the initial thirty (30) day cure period. If thereafter the asserted breach is not cured to the reasonable satisfaction of the party providing written notice of asserted breach, the party providing written notice of asserted breach may elect to terminate this Agreement upon written notice to the breaching party.

Section 3.2. Article II, Section 3.2, Sections 4.3, Article V, Sections 6.1-6.6, Section 6.7(ii), Section 6.8, Article VII, Article VIII, and Article IX will survive any termination or expiration of this Agreement.

## **ARTICLE IV** **Representations and Warranties**

Section 4.1. Mutual. Each party represents, warrants and covenants to the other that it:

- i. has the full right, power, legal capacity and authority to enter into this Agreement and to carry out its obligations hereunder;
- ii. will comply in all material respects with all applicable federal, state, and local laws, ordinances, codes, and regulations in performing its services hereunder; and
- iii. is not subject to and will not enter into any agreement or arrangements which preclude compliance with the provisions of this Agreement.

Section 4.2. By the Client. Client further represents, warrants and covenants to TNTP that Client:

- i. will obtain all consents, permissions and approvals (including those related to FERPA in the event of student surveys) that are necessary for TNTP to use the Client Data specifically as contemplated in this Agreement prior to providing such Client Data to TNTP.

Section 4.3. Disclaimers. EXCEPT AS EXPRESSLY PROVIDED HEREIN, TNTP MAKES NO WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, AND SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. THE ICI SERVICES, TNTP TOOLS, WORK, AND ICI REPORTING PLATFORMS ARE PROVIDED "AS-IS." TNTP DISCLAIMS ALL LIABILITY AND INDEMNIFICATION OBLIGATIONS FOR ANY HARM OR DAMAGES CAUSED BY ANY THIRD-PARTY HOSTING PROVIDERS.

#### **ARTICLE V** **Indemnification**

Section 5.1. By TNTP. TNTP will defend, indemnify and hold harmless the Client from and against any damages and expenses (including reasonable attorneys' fees and expenses) relating to any third party claims for personal injury or tangible property damage to the extent such claims result from the negligent acts or omissions or willful misconduct of TNTP while rendering the Services hereunder, provided the Client (i) promptly gives TNTP written notice of the claim, (ii) gives TNTP sole control of the defense and settlement of the claim (except that TNTP may not settle any claim unless it unconditionally releases the Client of all liability), and (iii) gives TNTP all reasonable assistance, at TNTP's expense.

Section 5.2. By the Client. The Client agrees that it will defend, indemnify and hold harmless TNTP from and against any and all damages, losses, claims, liabilities, demands, charges, suits, penalties, costs and expenses (including court costs and reasonable attorneys' fees and expenses incurred in investigating and preparing for any litigation or proceeding) TNTP may sustain to the extent such claims arise from the Client's use of the ICI Services in violation of this Agreement or the Client's provision of Client Data provided TNTP (i) promptly gives the Client written notice of the claim, (ii) gives the Client sole control of the defense and settlement of the claim (except that the Client may not settle any claim unless it unconditionally releases TNTP of all liability), and (iii) gives the Client all reasonable assistance, at the Client's expense.

#### **ARTICLE VI** **Intellectual Property Rights and Licenses**

Section 6.1. Ownership by TNTP. Title to and ownership of all work product, data, reports, and materials created by or on behalf of TNTP prior to the Effective Date of this Agreement or in the course of implementing and executing the ICI Services, whether partial or complete, including the ICI Survey results provided to the Client at the conclusion of the TNTP Analysis and any work product derived therefrom (collectively referred to as the "**Work**"), shall be and remain solely in TNTP except for the Client Data. The Client agrees that all Work created by TNTP and any work product derived from the ICI Services will not be transferred, shared, licensed or sold by the Client to any other entity under any circumstances without the prior written consent of TNTP. TNTP shall be considered the author of the Work for purposes of copyright and only TNTP shall have the right to copyright the same. Additionally, TNTP retains all rights, title and interest in and to all processes, methods, systems, layouts and information (collectively the "**TNTP Tools**") used in creating the Work. Nothing in this Agreement shall be deemed to grant to the Client any ownership rights in the Work or the TNTP Tools, and except as expressly granted to the Client hereunder, the Client shall have no right or license with respect thereto. Furthermore, as a participant in and beneficiary of TNTP's research on instructional culture and learning experiences, the Client acknowledges that the Client Data is incorporated into TNTP's ICI research database and TNTP owns such Client Data for use in an aggregated form for ongoing research, benchmarking and other purposes.

Section 6.2. Ownership by the Client. As between the Client and TNTP, the Client owns all Client Data (except for aggregated data) provided to TNTP by or on behalf of Client in connection with this Agreement. The Client agrees that TNTP may use such Client Data to perform its obligations hereunder (including the incorporation thereof into the Work) and may use such Client Data on an aggregated basis for its legitimate business purposes, including, without

limitation, for purposes of publication and presentation by TNTP. The Client acknowledges that TNTP may also identify the Participating Schools as the schools from which the Client Data originated.

Section 6.3. Client Partners.

- i. TNTP grants the Client permission to share the Client Data and the ICI Survey results and TNTP Analysis derived therefrom with third party researchers and funders designated by the Client upon execution of a non-disclosure agreement between the third party and TNTP.
- ii. The Client grants TNTP permission to share the Client Data and the ICI Survey results and ICI Analysis derived therefrom with third party researchers and funders designated by the Client upon receiving written permission (including permission through electronic mail) from the Client.
- iii. The Client grants TNTP permission to share the ICI Survey results and ICI Analysis from the Teacher Survey service in an aggregate form with School Smart KC, Inc.

Section 6.4. Exemplar Models. Should the ICI Survey results indicate high outcomes on any measured ICI component, including but not limited to the index score, domain score, or individual item on the survey, the Client grants TNTP permission to identify the Participating School in connection with the specific topic area as an exemplar model.

Section 6.5. Promotional Materials. The Client and TNTP agree that either party may use descriptions of the ICI Services in future promotional materials and client lists, and that TNTP may explicitly identify the Client as a client of TNTP and the ICI Services.

Section 6.6. License to the Client. Subject to the Client's compliance with the terms and conditions of this Agreement, TNTP grants the Client the following limited, revocable non-exclusive, non-transferable, non-sublicensable license, to:

- i. discuss and use (but not modify, recreate, reproduce or administer) all or any part of TNTP's ICI Survey results as contained in the Work (but not in the ICI Surveys) and all or any part of any material contained therein and prepared therefor, whether or not used therein, solely for its internal professional development and improvement purposes.
- ii. present the training content provided by TNTP in the TNTP trainings to Client staff ("**Training Content**"); provided, that any written materials that the Client distributes, and which incorporate the training content be on the Client's letterhead.

Section 6.7. License to TNTP. The Client grants TNTP and TNTP's applicable third-party service providers, a

- i. limited-term revocable license during the Subscription Period(s), to host, copy, transmit and display the Client Data for use by Client in connection with the ICI Services; and
- ii. a worldwide, perpetual, irrevocable, royalty-free license, with the right to grant sublicenses, to use, modify, reproduce, display, transmit, distribute, publicly perform, and create derivative works of the Client Data in aggregated form.

Section 6.8. Reservation of Rights. Subject to the limited rights expressly granted hereunder, each party reserves all of its right, title and interest in and to the ICI and Client Data, including all of their related intellectual property rights. No rights are granted to Client hereunder other than as expressly set forth herein.

## **ARTICLE VII**

### **Confidentiality**

Section 7.1. Definition of Confidential Information. "**Confidential Information**" means all information disclosed by TNTP ("**Disclosing Party**") to the Client or to Participating Schools ("**Receiving Party**"), whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature

of the information and the circumstances of disclosure. Confidential Information includes without limitation ICI, ICI Services, TNTP Tools, Work, Training Content, and the terms and conditions of this Agreement. Confidential Information does not include any information that (i) is or becomes generally known to the public without breach of any obligation owed to the Disclosing Party, (ii) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party, (iii) is received from a third party without breach of any obligation owed to the Disclosing Party, or (iv) was independently developed by the Receiving Party.

Section 7.2. Protection of Confidential Information. The Receiving Party will use the same degree of care that it uses to protect the confidentiality of its own confidential information of like kind (but not less than reasonable care) to (i) not use any Confidential Information of the Disclosing Party for any purpose outside the scope of this Agreement and (ii) except as otherwise authorized by the Disclosing Party in writing, limit access to Confidential Information of the Disclosing Party to those of its employees and contractors who need that access for purposes consistent with this Agreement. Receiving Party will not disclose the terms of this Agreement to any third party other than its legal counsel and accountants without the Disclosing Party's prior written consent, provided that a Receiving Party that makes any such disclosure to its legal counsel or accountants will remain responsible for such legal counsel's or accountant's compliance with this "Confidentiality" section.

Section 7.3. Compelled Disclosure. The Receiving Party may disclose Confidential Information of the Disclosing Party to the extent compelled by law to do so, provided the Receiving Party gives the Disclosing Party prior notice of the compelled disclosure (to the extent legally permitted) and reasonable assistance, at the Disclosing Party's cost, if the Disclosing Party wishes to contest the disclosure.

## **ARTICLE VIII** **Limitation of Liability**

Section 8.1. Limitation of Liability. IN NO EVENT SHALL THE AGGREGATE LIABILITY OF TNTP ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE TOTAL AMOUNT PAID BY CLIENT HEREUNDER FOR THE ICI SERVICES GIVING RISE TO THE LIABILITY IN THE 6 MONTHS PRECEDING THE INCIDENT OUT OF WHICH THE LIABILITY AROSE. THE FOREGOING LIMITATION WILL APPLY WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY.

Section 8.2. Exclusion of Consequential and Related Damages. EXCEPT FOR A PARTY'S INDEMNIFICATION OBLIGATIONS UNDER ARTICLE V OF THIS AGREEMENT, OR BREACH OF ITS CONFIDENTIALITY OBLIGATIONS UNDER ARTICLE VII OF THIS AGREEMENT, IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL OR PUNITIVE DAMAGES ARISING FROM OR RELATING TO PERFORMANCE UNDER THIS AGREEMENT WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY.

## **ARTICLE IX** **Miscellaneous**

Section 9.1. Notices. All notices required by this Agreement will be in writing and either personally delivered or mailed by regular mail, postage prepaid, to such party at its address specified on the first page of this Agreement or to such other address as such party may designate by notice given in accordance herewith. If to TNTP, the notice will be to the attention of Florrie Chapin, General Counsel.

Section 9.2. Governing Law. This Agreement will be interpreted and construed under and governed and enforced by the laws of the State of New York without reference to choice of law rules. The Parties agree and consent to the jurisdiction of and venue in the state or federal courts in the city and state of New York in all disputes arising out of or relating to this Agreement.

Section 9.3. Modifications. Unless otherwise stated in this Agreement, neither this Agreement nor any provision hereof may be modified, amended, supplemented, waived, discharged, or terminated except in a writing signed by the parties hereto. No failure or delay in exercising any right or remedy hereunder shall constitute a waiver of such, any other, right or remedy.



Section 9.4. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, understandings, representations and agreements, if any, with respect to the subject matter hereof.

Section 9.5. Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument. For purposes hereof, a facsimile or portable document format (pdf) signature will be considered an original signature.

Section 9.6. Assignability. Neither party may assign this Agreement or any of the rights or obligations hereunder, in whole or in part, without the prior written consent of the other party.

Section 9.7 Relationship of the Parties. The Client and TNTP intend that an independent contractor relationship be created by this Agreement, and nothing herein will be construed as creating an employer/employee relationship, partnership, joint venture or other business group or concerted action.

Section 9.8 Third-Party Beneficiaries. There are no third-party beneficiaries under this Agreement.

Section 9.9 Waiver. No failure or delay by either party in exercising any right under this Agreement will constitute a waiver of that right.

Section 9.10 Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the provision will be deemed null and void, and the remaining provisions of this Agreement will remain in effect.

Section 9.11 Force Majeure. TNTP will not be liable to the Client or to any third party, nor be deemed to have breached this Agreement, for any failure or delay in performing any of its obligations under this Agreement when such failure or delay is caused by or results from an event beyond TNTP's reasonable control, including without limitation (1) acts of God, (2) natural disasters, (3) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, (4) governmental orders or restrictions, (5) international, national or regional emergency, (6) flood, fire, or explosion, (7) strikes, labor shortages, stoppages or slowdowns, (8) epidemics, pandemics, diseases, quarantines, or other extraordinary event which is determined to constitute a public health risk ("Force Majeure Event"). TNTP will use commercially reasonable efforts to give notice of the Force Majeure Event to the Client stating the period of time the occurrence is expected to continue, provided that (a) TNTP is able, given the nature and scope of the Force Majeure Event, to reasonably state such time period, and (b) any delay by TNTP to provide such notice or to state the time period when performance will be resumed will not negate the enforceability of this Section. Upon cessation of such Force Majeure Event, as reasonably determined by TNTP, TNTP will thereupon use commercially reasonable efforts to resume efforts to promptly perform or complete the performance of TNTP's Services hereunder as soon as reasonably practicable after the cessation or resolution of the Force Majeure Event. If TNTP's failure or delay to resume efforts to promptly perform or complete the performance remains uncured for a period of 60 days following notice given by it to Client under this Section, either party may thereafter suspend or terminate its performance under the applicable Scope of Work upon 30 days' written notice.

*[End of text; signature page follows]*

IN WITNESS WHEREOF, the parties, on the dates indicated below, have caused their duly authorized representatives to execute this Agreement, which shall be effective as of the Effective Date.

**Guadalupe Centers Charter School**

By: *Jim Hammen*  
By: Jim Hammen (Oct 20, 2022 15:53 CDT)

Date: Oct 20, 2022

Name (print): Jim Hammen

Title: Interim Superintendent

**TNTP, Inc.**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Tonya Horton  
Executive Vice President

p.p.: \_\_\_\_\_

**SCHEDULE A:  
TNTP’s Services**

Details on the major activities and specific scope of work TNTP will complete for the term is provided in the table directly below. The service will be provided once during the Term.

<b>DETAILED ANNUAL SERVICES</b>		
<b>Survey Services</b>	<b>TNTP Responsibilities</b>	<b>Client Responsibilities</b>
<ul style="list-style-type: none"> <li>• <b>Teacher</b></li> </ul>	<p><b>Component: Administration</b> <i>TNTP collects survey responses from teachers and staff through online surveys</i></p> <ul style="list-style-type: none"> <li>• Provide survey instruments. Stakeholders will respond to questions in both the standard and supplemental survey domains.</li> <li>• Provide communication materials to inform relevant stakeholders about upcoming surveys</li> <li>• Facilitate all aspects of online survey administration, including survey set-up and close-out, roster management, data collection and cleaning, respondent reminders, and technical support</li> <li>• Set response rate targets to meet minimum reporting requirements &amp; monitor response rates</li> <li>• Provide central contacts with access to a portal where they can monitor response rates by school</li> </ul>	<ul style="list-style-type: none"> <li>• Customize and distribute communications to stakeholders about upcoming surveys</li> <li>• Provide accurate staff rosters to TNTP</li> <li>• Monitor response rates and provide interventions as necessary</li> </ul>
	<p><b>Component: Reporting</b> <i>TNTP analyzes and packages data into interactive, online reports</i></p> <ul style="list-style-type: none"> <li>• Provide <a href="#">online network reports</a> with results aggregated at the network-level by stakeholder as well as all individual school results</li> <li>• Provide <a href="#">online school reports</a> with individual school-leader access: school-level results by stakeholder where minimum response rates are met, and guidance for building a roadmap for improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Identify which staff should have access to which school and network-level reports, provide user contact information to TNTP</li> </ul>
	<p><b>Component: Implementation &amp; Resources</b> <i>TNTP provides a full suite of support tools and resources</i></p> <ul style="list-style-type: none"> <li>• Online reports contain a link to <a href="#">additional guidance and resources</a> on how to read and use reports, as well as guidance and templates for sharing results with teachers</li> <li>• <a href="#">Resources aligned with Insight domains</a> (topics) to support leaders understand best practices and take action on their data.</li> <li>• TNTP’s <a href="#">Teacher Talent Toolbox</a> and <a href="#">Student Experience Toolkit</a> contain hundreds of tools and resources sourced from schools aligned to the Insight survey that leaders can use to address key growth areas on stakeholder surveys.</li> </ul>	<ul style="list-style-type: none"> <li>• Debrief survey results with school leaders and support them to take next steps on focus areas</li> </ul>



## **2022-2023 McKinney-Vento School Cooperative Memorandum of Understanding**

### **Purpose**

To support the outcome of increased housing stability for families enrolled in the Kansas City Public School System, SchoolSmartKC is excited to facilitate a McKinney-Vento School Cooperative in partnership with Kansas City schools.

The three initial objectives of the Cooperative are to 1) ensure strong school-level practices of McKinney-Vento student identification, compliance, and support; 2) increase access to quality services and resources for students and families experiencing housing instability; and 3) establish the framework for a referral partnership with a housing case management agency that could begin by or before the start of the following school year.

### **Agreement**

This Memorandum of Understanding (MOU) between School Smart KC, Inc. (“SSKC”) and GCCS [name of LEA] (“LEA Member”), effective upon signature of both parties (“Effective Date”), confirms our understanding of the terms and conditions under which we will proceed in partnership for the McKinney-Vento KC School Cooperative (“the Cooperative”).

### **Agreement Term**

Agreement term is a period of 8 months within school year 2022-23, from October 1, 2022 to June 1, 2023. Continuation of the Cooperative in subsequent school years will be through an update to this MOU.

### **Cooperative Membership**

The Cooperative will be structured and operated to benefit the LEA Members in meeting the initial objectives outlined above. LEA Members agree to collaborate with other LEA Members and together remain focused the shared outcome of increased housing stability for students and families in a collective sense. At times, decision-making may require a vote. When this occurs, each LEA Member will represent one vote.

### **LEA Member Commitments**

The success of the Cooperative depends on the strong engagement of the LEA Members involved. The participating LEA agrees to designate their board-approved McKinney-Vento liaison as the LEA’s primary representative and contact person for the Cooperative who will do the following:

- Complete occasional pre-work, attend, and participate in Cooperative meetings hosted by SSKC beginning with the initial meeting on October 20, 2022 from 8:30-11:30am (frequency and length of following Cooperative meetings will be determined during initial meeting, not to exceed 12 hours total meeting time during school year);
- Respond to occasional requests from SSKC for information and feedback with the intention of supporting the work of the Cooperative; and
- Notify SSKC in writing if a scenario occurs where the LEA can no longer participate in the Cooperative.



**SSKC Commitments**

SSKC commits to facilitating the success of the Cooperative by serving as convener. SSKC may at times provide direct resources or make connections to community resources and funding for benefit of the Cooperative. At this time SSKC plans to commit \$50,000 for use based on consensus of the Cooperative’s LEA Members on how these funds can collectively support LEAs in the establishment of a stronger system in support of McKinney-Vento students.

**Confidentiality**

This MOU does not govern the use or handling of confidential information related to individual LEAs, families, or students. As such, each LEA should not provide confidential information under the provisions of this Agreement. To the extent confidential student or other information is required to ensure the successful functioning of the Cooperative or its efforts, participating LEAs will sign a separate agreement governing the confidentiality of such information.

**ACCEPTED AND AGREED:**

**(“LEA Member”)**

LEA Name: Guadalupe Centers Charter Schools (GCCS)

By (Signature): [Signature]

Name: Dr. Jim Hammen

Title: Superintendent

Date: 9/27/2022

**SchoolSmart Kansas City**

By: \_\_\_\_\_

Name: Awais Sufi

Title: President & CEO

Date: \_\_\_\_\_



**AMENDMENT TO GRANT AGREEMENT**

This Amendment to the Grant Agreement between School Smart KC, Inc. (“SSKC”) and Guadalupe Centers Charter Schools (“Grantee”) executed upon September 20, 2022 (the “Grant Agreement”) confirms our understanding of the terms and conditions under the Grant Agreement shall be revised as follows:

Amendment to Grantee Agreement Name:

The grant name of “Guadalupe Center Schools” shall be amended to read “Guadalupe Centers Charter Schools”.

**ACCEPTED AND AGREED:**  
SCHOOL SMART KC, INC.

Guadalupe Centers Charter Schools

By:

\_\_\_\_\_

Name: Awais Sufi  
Title: Chief Executive Officer

**Jim Hammen**  
Superintendent  
Date: 10/13/2022

Date:



**GRANTOR:** School Smart KC, Inc.

**GRANTEE:** Guadalupe Centers Schools

**CONTACT:** Jim Hammen, Superintendent

**TOTAL AMOUNT:** \$500.00 per school \$1500 for 3 schools  
(Grantor will separately provide \$2000 per school to Harvesters for school purchases from Harvesters online menu)

**PROJECT DATES:** September 1, 2022 - August 31, 2023

**GRANT PURPOSE:** As defined in Exhibit A

*Handwritten initials "JKB" circled in blue ink.*

## GRANT TERMS

- 1. Use of Grant Funds.** You may use the grant funds only for the purpose and with activities undertaken to achieve the outcomes specified in **Exhibit A** and with all grant funds applied to the line items listed in the budget attached as **Exhibit B**. All uses of the grant funds must be consistent with religious, charitable, scientific, literary, or educational purposes within the meaning of the Internal Revenue Code, as amended. In addition:
  - All grant funds are required to be used for direct project/program expenses. Any portion used for indirect, allocated, or overhead expenses will be reviewed and approved on a grant-by-grant basis.
  - All unused grant funds should be returned directly to the Grantor at the end of the grant period, or upon termination of the grant, whichever is earlier.
  - You acknowledge that the Grantor has not earmarked the grant funds or any portion thereof for distribution to any individual other than as compensation for services rendered in furtherance of the grant.
- 2. Grant Payments and Reports.** The Deliverables, Payment and Reporting Schedule is contained in **Exhibit A**. Grant funds will be paid provided that applicable conditions and milestones have been met, that previously paid amounts have been expended as expected according to Exhibit B, and that there is satisfactory progress in achieving the purpose of the grant and the outcomes defined in Exhibit A. Payments may be withheld, reduced and/or the grant terminated if the Grantee is not able to meet these or other obligations. Progress and Final reports as delivered to Harvesters under the Harvesters School Pantry Agreement are to be used to detail such progress and should be in the format provided by Harvesters.
- 3. Exempt Organization Status.** You certify that the Internal Revenue Service has determined you are:
  - a tax-exempt organization under Section 501(c)(3) of the Code and;
  - "not a private grantmaking foundation" or;
  - a "non-functionally integrated Type III supporting organization" within the meaning of Code Section 509(a), or;
  - a state or a political subdivision thereof within the meaning of Code Section 170(c)(1), or a state college or university within the meaning of Code Section 511(a)(2)(B) (referred to hereafter as a "Public Charity").

You will immediately inform Grantor of any change in or challenge to your status as a Public Charity.

4. **Lobbying or Political Activities.** None of the funds provided by the Grantor may be used for lobbying or political activities.
5. **Grant Termination.** Grantor, at its sole option and discretion, may terminate the grant at any time if: (i) your tax-exempt status changes, (ii) you become unable to carry out the purposes of the grant, (iii) you fail to comply with any of the conditions of the grant, (iv) Grantor is not satisfied with the quality of work or progress toward achieving the purpose of the grant, or (v) Grantor believes that you cannot satisfactorily complete the purpose of the grant within the identified timeline.

If for any reason the grant is terminated or expires, you will provide a full accounting of the receipt and disbursement of funds and expenditures incurred under the grant as of the effective date of termination. You will return any grant funds that are not yet expended as permitted by this Grant (funds that have been irrevocably committed to pay to a third party under a non-cancellable agreement may be retained and paid to the third party in fulfillment of your obligations under such agreement). Such non-cancellable agreements should be avoided whenever reasonably possible.

6. **Intellectual Property.** Any reports, articles, working papers, conference proceedings, data, programs, modules, manuals, curricula, books, television shows, radio shows, web site, software (including both source code and object code) or other work product created by you, or on your behalf, in furtherance of the purposes of this grant (the "Work Product") will remain your property. You will ensure that, to the best of your knowledge, the Work Product does not infringe on or violate the rights of others, including intellectual property and privacy rights, or any law or regulation. You will also ensure that all such Work Product is original with you, owned by you, or that you otherwise have the rights to provide the license set forth below. You agree to provide a copy of the Work Product to the Grantor as part of your deliverables.
7. **Quality Assurance.** Grantee agrees to cooperate with the Grantor's efforts to assess quality of work done and progress toward achieving the purpose of grant, including possible on-site visits. Grantee will also maintain records of receipts and expenditures and shall make all books and records and supporting documentation related to this grant available to Grantor or its representative at reasonable times and for a period of at least 3 years following the end of the grant period.
8. **Confidentiality.** Grantor agrees to maintain the confidentiality of all information obtained from Grantee ("Confidential Information") that it receives or learns of in connection with this Agreement. ~~Such information shall include, but not be limited to, information related to candidates, candidate hiring process and decision making for staff, as well all financial information, information obtained in response to any surveys or questionnaires, correspondence, and program development or other internal program information. Grantor agrees to take reasonable measures to preserve the confidentiality of information. This Paragraph shall survive termination of this Agreement.~~
9. **Publicity and Acknowledgement of Support.** You agree to cooperate with the Grantor on publicity related to the grant. All written material, exhibits or interviews related to the grant must acknowledge Grantor's support, unless otherwise agreed with Grantor. Grantor shall be provided with copies of any publicity or public statements for its review prior to public distribution.
10. **No Agency.** Nothing herein shall be construed to constitute an agency relationship between the parties, and Grantor nor Grantee shall become bound by any representation, act, or omission of the other not contained in this Agreement or its subsequent amendment. Both Grantor and Grantee are separate and distinct entities with independent boards that shall remain ultimately responsible for the management and governance of their respective organizations. Except as otherwise provided herein, each entity remains solely responsible and liable for its respective claims, debts, obligations, and liabilities.
11. **Amendments; No Waiver.** This document contains the complete understanding of the Grantor and Grantee regarding this grant, and the document's terms and conditions may not be changed except by written agreement signed by an authorized representative of both the Grantor and Grantee.



Grantor's failure to enforce any of the provisions of this document shall not be deemed a waiver of such provision(s) or of any prior or subsequent breach.

12. **Conflict Resolution.** All disputes arising out of or in connection with this Agreement and its attachments that cannot be resolved privately between the parties shall be finally settled under the Rules of Arbitration of the American Arbitration Association by one or more arbitrators appointed in accordance with said Rules. The parties understand that these methods shall be the sole remedy for any controversy or claim arising out of this Agreement and expressly waive their right to file a lawsuit or claim against one another for such disputes, except (1) to enforce an arbitration decision, or (2) in the event of actual or threatened violation of the provisions hereunder related to intellectual property, to obtain a temporary restraining order or other injunctive relief to compel compliance with or prevent breach of such provisions, or to prevent or minimize irreparable harm to Grantor. All actions submitted to arbitration shall be brought within 12 months of occurrence or discovery or shall be forever waived.
13. **Governing Law.** This Agreement will be governed by the laws of the State of Missouri, United States of America.

The foregoing conditions are hereby accepted and agreed to as of the date indicated.

Guadalupe Centers Schools

By:   
(Signature of Authorized Official)

Name: Jim Hammen

Title: Superintendent

Date:  9/15/22

School Smart KC, Inc. 

By: \_\_\_\_\_  
(Signature of Authorized Official)

Name: Awais Sufi

Title: President & CEO

Date: 9/20/22

## EXHIBIT A – Project Description and Metrics

Through a partnership with Harvesters, SchoolSmartKC (SSKC) is pleased to support KCPS district and local charter schools in hosting a school food pantry. Through this agreement, you are agreeing to operate a pantry for the following school:

Guadalupe Center Elementary  
Guadalupe Center Middle School  
Guadalupe Center High School

Heretofore referred to as the school/schools.

The school food pantry must provide food for families of students enrolled at the school and therefore must be located either on-site at school or at a community location near the school. All school families should be able to utilize the pantry; eligibility is not limited to students who receive free or reduced lunch. This grant is targeted to support at least 100 families over the course of the current school year through August 31, 2023 at each school site where funds are being provided.

A condition of this grant and support for food purchases directly from Harvesters is the school's execution and abiding by terms of the "Harvesters School Pantry Program Agreement." As long as the school meets the requirements set forth in the "Harvesters School Pantry Program Agreement," the school will have the ability to establish food pantry usage guidelines including hours of operation and frequency of use, and a marketing and a distribution plan. The school has the option of continuing to operate the school food pantry throughout the summer as this grant term concludes at the end of August.

Under this agreement, a school will receive a grant of \$500 to purchase items needed to set up the food pantry, such as shelving, storage, tables, signage, family resources about nutrition, and other items used exclusively for the operation of the school food pantry. *If the school does not spend the full \$500 for set up costs, the balance may be applied toward the procurement of food pantry items not available on Harvesters online menu.*

The school also will be able to draw down up to \$2,000 worth of food pantry items per year through the Harvesters online menu. Harvesters will invoice SSKC directly for these items and SSKC will pay on the school's behalf; the school will not need to provide any receipts or documentation. (The Harvesters online menu may include non-food items like home and hygiene products which may be included in food pantry orders.)

Through this agreement, the school is expected to:

- Designate a primary contact for the school pantry;
- Meet the requirements set forth by the Harvesters School Pantry Program Agreement;
- Participate in two school food pantry cohort meetings during the school year in addition to the annual training stipulated in the Harvesters agreement; and
- Respond to occasional requests for information used to raise awareness and mobilize support for the future growth of the school food pantry initiative.

There is no reporting requirement under this agreement as the school will submit food pantry orders and report pantry usage numbers through Harvesters. Under the Harvesters/SSKC agreement, Harvesters has agreed to share data on the performance of the school pantry program with SSKC.

**Grant Term:** September 1, 2022 – August 31, 2023

**Outcome:** By the end of the school year, a minimum of 100 families are served by the school's food pantry as evidenced by Harvesters data.

<b>Timeline/ Deliverables</b>	<b>Date of Completion</b>
Grant agreement with SSKC signed by superintendent or executive director <i>(Additionally, the Harvesters School Pantry Program Agreement must be signed by school principal or superintendent and sent to Harvesters.)</i>	October 1, 2022
School pantry is set up and approved by Harvesters	October 1, 2022
School receives \$500 grant from SSKC for food pantry set up items	By November 1, 2022
Orders for school food pantry items placed through Harvesters' online system	Ongoing, concludes on August 31, 2023
Ongoing effective utilization of pantry and support to students in need as reflected in schools reporting to Harvesters under Harvesters School Pantry Program Agreement	Ongoing, concludes on August 31, 2023

### **EXHIBIT B – Budget**

This budget only reflects the funds intended to cover the school pantry set up. It does not reflect the \$2,000 credit available to the school to keep the food pantry stocked with items from Harvesters' online menu through the grant term, as Harvesters will invoice SSKC directly and SSKC will pay on the school's behalf.

<b>Budget</b>		
<b>Total Request: \$500</b>		
<b>Budget Summary</b>		
<b>Budget Item</b>	<b>Date</b>	<b>Total</b>
Food Pantry Set Up Items (or reallocation of any unused set up funds for the procurement of food items not available through Harvesters)	By November 1, 2022	\$500.00
<b>Total</b>		<b>\$500.00</b>

\$1500 for 3 schools

**MEMORANDUM of AGREEMENT**  
**Between**  
**Mattie Rhodes Center and Guadalupe Centers Charter Schools**

THIS AGREEMENT is executed as of October 13, 2022 (this “**Agreement**”) by Mattie Rhodes Center, a Missouri non-profit corporation (hereinafter referred to as “**MRC**”), and **Guadalupe Centers Charter Schools**, a subsidiary of Guadalupe Centers, Inc. (hereinafter referred to as "**GCCS**").

WHEREAS, Mattie Rhodes Center operates as a non-profit organization in Kansas City, Missouri. The agency’s mission is to enrich the lives of individuals, families and communities in a respectful, multicultural environment; and

WHEREAS, GCCS operates as a subsidiary of Guadalupe Centers, Inc. The mission is to create and empower our school community by providing rigorous and engaging academic and cultural experiences, and the mission of the Guadalupe Centers is to improve the quality of life for individuals in the Latino communities of greater Kansas City; and

WHEREAS, GCCS provides Early Childhood, Secondary, Preparatory, and Adult Educational Programs. Pre-kindergarten through high school. GES looks to partner with outside service providers to facilitate mental health services, substance abuse services and psychosocial groups for their students; and

WHEREAS, MRC wishes to engage GCCS in the provision of these program services for their students during the 2022/23 school year; and

Now, therefore, for and in consideration of the covenants and agreements contained herein and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

**AGREEMENT:**

1. Agreement Term. The term of this Agreement shall be deemed to have commenced upon October 13, 2022 and shall terminate, unless earlier terminated pursuant to this Agreement, on May 31, 2023. Either party may terminate this Agreement at any time upon thirty (30) days written notice to the other party.
2. Agreement Changes. Changes to this agreement are allowed if mutually agreed to in writing by both parties.
3. Scope of Agreement. GCCS agrees to serve as a site for MRC youth development programming, substance abuse services and psychosocial groups. Services are to be performed at the following GCCS sites, including Guadalupe Centers High School located at 1524 Paseo Blvd, Kansas City, MO 64108 and Guadalupe Centers Middle School located at 2640 Belleview Ave, Kansas City, MO 64108.

In addition to the above listed, the parties agree to the following;

GCCS agrees to the following:

- A. GCCS agrees to include MRC logo on all promotional materials related to the Soccer for Success partnership with GCCS. Materials must be approved by the US Soccer Foundation and MRC.
- B. Actively collaborate with MRC on soccer related Youth Development programming provided to Guadalupe Centers Middle School students;
- C. Actively collaborate with MRC to promote their Youth Development programming and wrap-around services to Guadalupe Centers Middle and High School students and their families;
- D. Assist with the referral/completion/collection of registration materials for students who will be participating;
- E. Provide sufficient/confidential programming space for MRC to facilitate substance abuse treatment and psycho-educational groups that affords students the opportunity to reap the maximum benefits of programming;
- F. Communicate and provide support to MRC Staff regarding any youth and/or site related issues such as; but not limited to behavior, absences, scheduling that might impact programming (i.e., Parent-Teacher Conferences, School Events, etc.)

MRC agrees to the following:

- A. MRC agrees to include GCCS logo on all promotional materials related to the Soccer for Success partnership with MRC. Materials must be approved by the US Soccer Foundation and GCCS.
- B. Provide high-quality, age-appropriate, safe and effective programming for those individuals who consent to services;
- C. Actively collaborate with MRC on soccer related Youth Development programming provided to Guadalupe Centers Middle School students;
- D. Facilitate the following program: *Young Men's Work and Young Women's Lives*, psycho-educational groups that will meet weekly each semester;
- E. Provide substance abuse treatment services for youth between the ages of 12-17 years' old who qualify for services;
- F. Communicate to GCCS any program schedule changes, events, and youth related issues such as; but not limited to behavior, absences, etc. that might impact programming.
- G. Provide GCCS students and/or families access to MRC wrap-around services;

4. Compliance with Laws/Regulations. Rules/Standards. GCCS agrees that at all times during the term of this Agreement they shall comply with the laws of the State of Missouri and conduct itself in a professional manner.
5. Participant Information/Privacy. MRC acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students. MRC covenants and agrees that any access to the confidential information of any student shall be in compliance with the Family Education Rights and Privacy Act ("FERPA"). All information on program participants is maintained at MRC's offices located at 148 N. Topping Avenue, Kansas City, Missouri 64123.
6. Indemnification. Each of the parties to the other agrees to indemnify and hold the other party, its successors and assigns harmless from and against any and all claims, loss, damage or expense, including but not limited to those associated with personal injury or causing reasonable attorney's fees suffered by one party by reason of the performance of the other party under this Agreement.
7. Terms of Payment. It is expressly understood that this Agreement is being entered into for the benefit of the community and that no fees will be assessed against GCCS or its students.
8. Reimbursement of Expenses. Neither MRC nor GCCS shall be liable to the other for any expenses it pays or incurs, unless otherwise agreed upon in writing.
9. Equipment, Tool, Materials or Supplies. MRC shall supply, at MRC's sole expense, all equipment, tools materials and/or supplies to accomplish the work to be performed, unless due to certain deficiencies or uniqueness of items, it is in the best interest of the parties for GCCS to supply any such items.
10. Equitable Relief. Without prejudice to any rights and remedies otherwise available to MRC or GCCS, MRC and GCCS shall be entitled to equitable relief by way of injunction, or other such remedies, if the opposing party breaches any provision of this Agreement. No failure or delay by MRC nor GCCS in exercising any right, power or privilege hereunder shall operate as a waiver thereof, shall any single or partial exercise thereof preclude any other or further exercise thereof or exercise any other right, power or privilege hereunder. The prevailing party shall be indemnified for any costs and expenses, including reasonable legal fees and expenses incurred in connection with the enforcement of this Agreement.
11. Waiver. The waiver by any party of a breach of any provision of this Agreement shall not operate, or be construed, as a waiver of any subsequent breach.
12. Modification. No change, modification or waiver of any term of this Agreement shall not operate, or be construed, as a waiver of any subsequent breach.
13. Business Associate Agreement. Concurrently herewith, MRC and GCCS have entered into a Business Associate Agreement dated the date hereof, which shall apply to the extent GCCS may be a "business associate" (as that term is defined under the Health Insurance Portability and Accountability Act of 1996, as amended) of MRC.

14. Entire Agreement. This Agreement constitutes the entire agreement between the parties relating to the subject matter hereof and may not be amended, waived or discharged except by instrument in writing executed by the-party against which enforcement of such amendment, waiver or discharge is sought.
15. Counterparts. This Amendment may be executed in counterparts, each of which, when executed, shall be deemed an original and all of which shall be deemed one and the same instrument.

**THIS REST OF THIS PAGE INTENTIONALLY LEFT BLANK**

IN WITNESS WHEREOF, this Agreement is made and entered into as of the day and year first above written.

**MATTIE RHODES CENTER**

Date: 10/13/22

By: John Fierro

Name: John Fierro

Title: President/CEO

**GUADALUPE CENTERS CHARTER SCHOOLS**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: Dr. Alicia Miguel

Title: Director of Student Services

**GUADALUPE CENTERS CHARTER SCHOOLS**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: Dr. Jim Hammen

Title: Superintendent



## MEMORANDUM OF UNDERSTANDING

Between “UnidosUS” and the *Padres Comprometidos* “Affiliate”  
*Padres Comprometidos* “Affiliate”: Guadalupe Center Schools  
Grant Title: *Padres Comprometidos* in the Fall and Spring semesters.  
Funding Period: September 2022 - May 2023

### About this MOU:

- **Grant Period:** September 2022 – May 2023.
- **Participants:** A minimum cohort of 25 parents per implementation round (two rounds of *Padres Comprometidos*). The first implementation round will occur from September 2022 to December 2022 and the second implementation round will occur from January 2023 to May 2023.
- **Curriculum Implementation:** Grantees will deliver the *Padres Comprometidos* curriculum with a high degree of fidelity. The *Padres Comprometidos* curriculum will consist of 7 Essential Lessons to be delivered over the course of two semester (Fall and Spring) period.
- **Data Requirements:** Administer pre- and post-program surveys for the program participants (minimum of 50 total participants).
- **Accountability Measures:** Final grant reports for each of the implementation rounds describing activities, deliverables, and outcomes of the *Padres Comprometidos* program.
- **Subgrant Amount:** \$5,000 will be disbursed in one payment to participating sites.
- **Technical Assistance:** Quarterly check-in calls with UnidosUS staff throughout the duration of the program.

### I. BACKGROUND

UnidosUS, previously known as NCLR (National Council of La Raza), is the nation’s largest Latino civil rights and advocacy organization. Through its unique combination of expert research, advocacy, programs, and an Affiliate Network of nearly 300 community-based organizations across the United States and Puerto Rico, UnidosUS simultaneously challenges the social, economic, and political barriers that affect Latinos at the national and local levels. To achieve its mission, UnidosUS conducts applied research, policy analysis, and advocacy, providing a Latino perspective in five key areas— assets/investments, civil rights/immigration, education, employment and economic status, and health. In addition, it provides capacity-building assistance to its Affiliates who work at the state and local levels to advance opportunities for individuals and families.

Padres Comprometidos (PC) is a parent engagement program whose primary outcome is to foster a strong connection between schools and parents. To this end, the Padres Comprometidos program builds the capacity of Latino parents to effectively engage with schools and play a leading role in preparing their children for college. The core program was founded on UnidosUS Guiding Principles for Engaging Latino Parents, and addresses language and culture as assets—rather than issues—upon which skills, confidence and, ultimately, empowerment are built. The *Padres Comprometidos* program also addresses a barrier that often compromises the success of any parent engagement program: the role the school plays in the program’s implementation. Rather than training parents directly, UnidosUS builds the capacity of school staff to implement the program, bridging what can be a very wide gap between parents and school personnel. Padres Comprometidos has also proven to be effective when community-based organizations partner with local schools to implement the program, since program facilitators are

often an integral part of the community and a constant and trusted resource for both parents and schools. Available in both Spanish and English, the *Padres Comprometidos* curriculum is designed to reach parents who are typically not connected to schools or preschools as a result of:

- Linguistic and cultural differences
- Economic background
- Lack of knowledge about how to become involved
- School systems that are ill-equipped to properly engage Latino parents in culturally and linguistically responsive ways.

## II. SCOPE OF WORK

*Padres Comprometidos* is a parent engagement—not a parent training—program whose primary outcome is the fostering of a strong connection between schools and parents. To this end, the program builds the capacity of Latino parents to acquire the skills they need to effectively engage with schools and play a leading role in preparing their children for college. The core program was founded on UnidosUS’s Guiding Principles for Engaging Latino Parents, and addresses language and culture as assets—rather than issues—upon which are built skills, confidence and, ultimately, empowerment. The *Padres Comprometidos* program also addresses a barrier that often compromises the success of any parent engagement program: the role the school plays in the program’s implementation. Rather than training parents directly, UnidosUS builds the capacity of school staff to implement the program, bridging what can be a very wide gap between parents and school personnel.

In response to the COVID-19 pandemic, UnidosUS designed a new program within the *Padres Comprometidos* portfolio, *Padres Comprometidos Ed-Tech* and some of the Ed-Tech session have been incorporated into the *Padres Comprometidos Curriculum*.

*The Padres Comprometidos curriculum will live in our Blackboard page to which you will be enrolled into for access to the training materials.*

Implementation of the *Padres Comprometidos curriculum* which consist of a series of essential lessons and a series of A la Carte Lessons from where you may select accordingly to meet the needs of your community of learners. These sessions to be delivered (virtually) with two cohorts of 25 parents (each session) in the Winter and Spring quarters. Lessons will address topics including:

### **Padres Comprometidos Essential Curriculum on Parent Engagement in Schools**

Session 1: Welcome to *Padres Comprometidos*

Session 2: Facilitating Family Participation in Distance Learning

Session 3: First Steps in Becoming a Committed Parent

Session 4: Supporting Children’s Education at Home and School (Use PC Ed Tech Version)

Session 5: Creating a Positive Learning Environment at Home (Use Elementary Version)

Session 6: Paving the Way for Academic Success (Use Secondary and add Primary piece)

Session 7: Open Dialogue with the School Principal

**Padres Comprometidos**  
**A la Carte Curriculum on Parent Engagement in Schools**

1. Understanding Your Adolescent (Use Secondary Version)
2. Communicating with Your Adolescent
3. Promoting Positive Behaviors
4. Understanding What it Takes to Be College-Ready
5. Visit from the School Counselor (Combine Elementary and Secondary session)
6. Funding Provisions that Affect your School
7. Middle School and Beyond
8. Internet Connections and Access to Learning Management Systems
9. Decrease Anxiety and Manage Stress
10. English Learners and Virtual Learning
11. Parents as Decision Making Partners
12. Padres Comprometidos con Conciencia: Having Courageous Conversations about Race, Ethnicity and Colorism.

<b>Grant Period</b>	<p>September 2022 – May 2023</p> <p>The 9-month grant period includes time for planning; training; recruitment and selection; implementation; and, reporting.</p>
<b>Participants</b>	<p>The participants will be 2 cohorts of at least 25 parents, beginning the 1<sup>st</sup> Cohort in September 2022 and the 2<sup>nd</sup> cohort in January 2023.</p> <p><b>Target Parent Participants</b>          Characteristics of the target population include but are not limited to parents/families who are Latino, Spanish-dominant, low-income, and parents of students who are English Learners (ELs).</p>
<b>Components</b>	<p>The <i>Padres Comprometidos</i> participants must participate in all program sessions.</p> <p><b>Program sessions</b>          The <i>Padres Comprometidos</i> sessions provide with information and resources to foster a strong connection between schools and parents to support parents’ understanding of the school system’s rapid shift to distance learning as they support their K-12 students through this new mode of learning.</p>
<b>Participation &amp; Training</b>	<p>To successfully implement this grant, the selected Affiliate is <b>required to:</b></p> <ul style="list-style-type: none"> <li>• Fully participate in all meetings and professional development opportunities provided by UnidosUS. A virtual <i>National Padres Comprometidos Training Institute</i> will take place on September 7 - 8, 2022 from 12:30 p.m. CST to 3:30 p.m. CST to review and practice workshop materials and plan for implementation.</li> <li>• Participate in additional webinars, conference calls, and site visits as needed. Local and national travel may be required, with travel costs for national meetings paid by UnidosUS.</li> <li>• Recruit and retain two cohorts of parents to participate in the program</li> </ul>

	<p>implementation rounds.</p> <ul style="list-style-type: none"> <li>• Administer pre- and post-surveys and submit mid and final grant reports in a timely manner.</li> </ul> <p>The <i>Padres Comprometidos</i> parent facilitators will receive training from UnidosUS and have access to a subgrant, the curriculum, professional development, and technical assistance through the duration of the program cycle.</p>
<p><b>Reporting</b></p>	<p>UnidosUS has shifted toward being a data-driven organization and relies heavily on Affiliates to report accurate program data. This data allows UnidosUS and the Affiliate to measure the impact they are having through the program. Additionally, the data provided by Affiliates enables UnidosUS to report program success to our generous funders, which guarantees funding in future cycles.</p> <p>The Affiliate will partner with UnidosUS to implement the curriculum with fidelity and submit reports regarding activities executed and student outcomes. For reporting, UnidosUS will request the submission of information and data from each grantee.</p> <p>For mid- and post-program reports, UnidosUS will request the submission of program and curriculum implementation information, and student data from each selected Affiliate. <i>Padres Comprometidos</i> parent facilitators responsible for completing grant reports must register for Fluxx and complete the reports and their appendices via Fluxx.</p> <p>Requested data includes but is not limited to:</p> <ul style="list-style-type: none"> <li>• Parent participant roster templates provided by UnidosUS</li> <li>• Scope and sequence calendar</li> <li>• Photo documentation of activities with descriptors and dates</li> <li>• Media release forms (for use of parents' photos) provided by UnidosUS</li> <li>• Two parents and one instructor narratives</li> <li>• Contribution to UnidosUS's social media platforms and campaigns</li> <li>• Detailed budget describing allocation of subgrant funds (using UnidosUS template)</li> </ul> <p>In addition, parents will be required to complete pre- and post-program surveys UnidosUS will provide instructions and support for tracking and collecting the necessary data.</p>
<p><b>Roles &amp; Responsibilities</b></p>	<p><b>The Affiliate will ensure programmatic capacity for <i>PC Ed-Tech Implementation</i></b></p> <ul style="list-style-type: none"> <li>• Identify two parent facilitators to participate virtually in the 2022 National <i>Padres Comprometidos</i> Training Institute on September 26-27, 2022 from 12:30 p.m. CST to 3:30 p.m. CST.</li> <li>• Implement the <i>Padres Comprometidos</i> program and curriculum with fidelity.</li> <li>• Implement at least two (2) rounds of the <i>Padres Comprometidos</i> program during the 2022-2023 grant cycle.</li> <li>• Recruit at least fifty (50) parents to participate in the two rounds of the program.</li> <li>• Give social media visibility to resources created by UnidosUS.</li> </ul>

	<ul style="list-style-type: none"> <li>• Allow UnidosUS PC-Ed Tech staff to join a virtual session as observers.</li> </ul> <p><b>The Affiliate will maintain consistent communication and reporting with UnidosUS</b></p> <ul style="list-style-type: none"> <li>• Complete all reports in a timely manner as requested by UnidosUS.</li> <li>• Attend professional development opportunities provided by UnidosUS and its partners.</li> <li>• Collect release consent forms from each participant and parent/guardian for UnidosUS to use the participant’s name and image in its educational, informational, promotional, marketing, or other activities.</li> <li>• Recognize UnidosUS as the creator and main funder of the <i>Padres Comprometidos</i> program and use appropriate graphic logos.</li> <li>• Ensure parents complete all pre- and post-program surveys.</li> <li>• Provide UnidosUS with feedback and data as requested.</li> </ul>
<b>“UnidosUS” Roles &amp; Responsibilities</b>	<p><b>UnidosUS will</b></p> <p>UnidosUS will provide financial support and technical assistance to selected grantees. Additionally, UnidosUS will:</p> <ul style="list-style-type: none"> <li>• Provide Affiliates a \$5,000 subgrant to implement the <i>Padres Comprometidos</i> program.</li> <li>• Manage the national <i>Padres Comprometidos</i> program.</li> <li>• Provide the <i>Padres Comprometidos</i> training for each grantee.</li> <li>• Deliver online, one-on-one technical assistance for each grantee.</li> <li>• Convene the <i>Padres Comprometidos</i> network through webinars or teleconferences, including an initial National Virtual Training on September 26 - 27, 2022 from 12:30 p.m. CST to 3:30 p.m. CST.</li> <li>• Develop tools and resources for assisting Affiliate implementation and capacity-building.</li> <li>• Organize and share tools to conduct impact analysis (through parent surveys and grant reports).</li> </ul>

<b>Program Timeline (dates are approximate)</b>	
September 2022	<p><b>Pre-Program Training for <i>Padres Comprometidos</i> Parent Facilitators</b></p> <ul style="list-style-type: none"> <li>• Attend the virtual <i>Padres Comprometidos</i> virtual training via Zoom / Black Board</li> </ul>
September 2022	<ul style="list-style-type: none"> <li>• Memorandum of Understanding (MOU) &amp; Affiliate’s W-9 due to UnidosUS</li> <li>• <i>Subgrant payment of \$5,000 is disbursed upon receipt of signed MOU and complete W-9 form.</i></li> </ul>
December 15, 2022	<p><b>Final program report for Cohort 1 is due to Jose Rodriguez</b></p>
January – May 2023	<p><b>2<sup>nd</sup> Cohort <i>Padres Comprometidos</i> Kick-Off Date!</b></p> <ul style="list-style-type: none"> <li>• Program sessions/curriculum implementation.</li> </ul>
	<p><b>Final program report for Cohort 2 is due to Jose Rodriguez</b></p>

May 19, 2023	
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### !!!. SUBGRANT PAYMENT

The Affiliate will receive a total of Five Thousand dollars (\$5,000) that will be paid upon receipt of signed MOU and complete W-9 form.

September 2022	Subgrant payment of \$5,000 is disbursed upon receipt of signed MOU and complete W-9 form.
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### Use of Grant Funds

The Grantee agrees to abide by the provisions Section 501 and 4945 of the Internal Revenue Code (the "Code"), and ensure no grant funds are spent on materials, activities, or staff time used to influence the outcome of any specific public election, any voter registration drive, or any other partisan activities as defined.

The Grantee agrees to i) expend all grant funds by the Maturity Date; ii) use funds only for activities and professional services approved under the Agreement; and iii) maintain proper documentation of expenses associated with this grant, and maintain such records for a period of at least five years after the Agreement's termination.

Any unexpended funds received in relation to this award must be returned to UnidosUS immediately. Any funds not yet expended but not yet received by Grantee in relation to this award are deobligated by UnidosUS upon termination of this agreement.

UnidosUS retains the right to monitor and conduct a review of operations and expenditures under this Agreement. Such review may include site visits by UnidosUS staff to review program and financial records pertaining to grant activity, as needed. The Grantee agrees to comply with such requests as requested.

### Payment Adjustments

- If a report is received more than seven days after the deadline, UnidosUS reserves the right to reduce the sub-grant payment amount by 2.5%.
- Payment shall be contingent upon the Grantees' compliance with the terms of this Agreement, which include submitting timely reports; meeting performance milestones expressly enumerated in this Agreement; sufficient, adequate responses to audit inquiries and inquiries by UnidosUS staff; and approval by UnidosUS staff of invoices submitted. Only after express approval by UnidosUS staff will the criteria for payment have been met.
- It is the responsibility of the Affiliate to monitor receipt of subgrant payments. If a payment is missing, it must be claimed within the timeframe of this *Padres Comprometidos*. **Payment(s) not claimed within the lifespan of the program will be forfeited.**

The MOU and its terms and agreement have been reviewed by the following signees. The signatures of the following individuals also indicate their roles and commitment to performance on this grant-funded program.

**A. *Padres Comprometidos Parent Facilitators***

Print Name	Signature
Email	Affiliate
Phone Number	

Print Name	Signature
Email	Affiliate
Phone Number	

## Programmatic Checkpoints

- Please note that moving forward, UnidosUS will have the following programmatic check-points with the Affiliate:
  - Program kick-off 1<sup>st</sup> Cohort September 2022
  - Initial pulse check October 2022
  - Second pulse check November 2022
  - 1<sup>st</sup> Cohort Final Report December 2022
  - Program kick-off 2<sup>nd</sup> Cohort January 2023
  - Initial pulse check February 2023
  - Second pulse check April 2023
  - 2<sup>nd</sup> Cohort Final Report May 2023



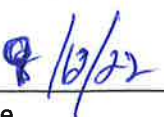
## V. NON-DISCRIMINATORY CLAUSE

As an officer of this nonprofit organization, I have read this MOU and confirm the accuracy of the representations made herein and compliance with the UnidosUS non-discrimination policy. If my organization becomes non-compliant, I agree to immediately notify UnidosUS in writing and return all or part of the grant as determined at the sole discretion of the UnidosUS Vice President of Education, Workforce Development, and Evaluation.

## VI. AGREEMENT AND PROCESS OF AMENDMENT

This agreement is subject to change only by a process of amendment that may be initiated by either institution. An amendment to this agreement is only effective upon agreement by both institutions. The decisions regarding the selection of Affiliates sites are final and not subject to appeal.

In addition, failure to meet program requirements may result in a reduced amount of the pledged sub-grant. Furthermore, travel costs incurred from a cancelled trip will be subtracted from the school's sub-grant or charged to the Affiliate via an invoice.

	
Irene Cuyún Vice President, Affiliate Partnership & Development	8/31/2022 Date
	
Executive Director Superintendent, Guadalupe Centers Charter Schools	Date




**A. Padres Comprometidos Parent Facilitators**

Print Name <i>Lorena Patino</i>	Signature <i>L. Patino</i>
Email <i>lpatino@guadalupecenters.org</i>	Affiliate <i>Guadalupe Centers</i>
Phone Number <i>816-994-0319</i>	

Print Name <i>Jessica Keeley</i>	Signature <i>Jessica R Keeley</i>
Email <i>jkeeley@guadalupecenters.org</i>	Affiliate <i>Guadalupe Centers</i>
Phone Number	

Print Name <i>Blanca Villa</i>	Signature 
Email <i>bvilla@guadalupecenters.org</i>	Affiliate <i>Guadalupe Centers</i>
Phone Number <i>816 589 4360</i>	

Print Name <i>Tatiana Fuentes</i>	Signature 
Email <i>t Fuentes@guadalupecenters.org</i>	Affiliate <i>Guadalupe Centers</i>
Phone Number <i>816-702-7232</i>	

Memorandum of Understanding  
Healthe Kids Institute

This Memorandum of Understanding (MOU), dated October 5, 2022 (Effective Date) is between Healthe Kids Institute located at 2800 Rock Creek Parkway, North Kansas City, MO 64117 and Guadalupe Centers Charter Schools (“Organization”) located at 5123 E Truman Road, Kansas City, MO 64127.

Organization consents to the operation of the applicable Program(s) at the place or places where the Program(s) will be provided (Locations).

Background

Healthe Kids agrees to provide the applicable Programs set forth in the attached Exhibit(s). Individuals and their Parent(s) who participate in the Program(s) will be referred to as Participants. Each Participant’s relationship with the Healthe Kids staff will be limited to the scope and duration of the Program and will not constitute a provider-patient or other long-term relationship.

Scheduling and Consents

Organization agrees that each Location shall coordinate and facilitate the introduction of Healthe Kids to their community and identify the contact person at each Location for the Program (Location Contact). To facilitate the introduction of the Program, Location agrees to allow Healthe Kids representatives to be present at Location’s events (such as those defined in the attached Program Exhibit(s)).

Each Location shall provide all applicable permission forms to Participants, collect them from the Participants and provide them to Healthe Kids.

Programs are subject to a minimum and maximum number of Participants, as set forth in the applicable Program Exhibit(s). If a Location does not meet the minimum number of Participants, Healthe Kids may, in its sole discretion, cancel, reschedule or modify the Program(s) and the schedule. Healthe Kids is not able to accommodate more than the stated maximum number of Participants at each Location.

Scope of Services

Healthe Kids agrees to:

- Be responsible for meeting the overall vision, mission and goals of the Program.
- Act as the primary liaison between Healthe Kids partners, including facilitating access to the resources offered by Cerner Charitable Foundation among Participants that request or require support and meet the guidelines set forth by Cerner Charitable Foundation.
- Articulate and implement all processes required for the operation of the Program.
- Coordinate Program delivery dates, required consents, equipment and personnel resources required to conduct the Program.
- Provide necessary training for Location Contacts to conduct their components of the Program.
- Provide the technology information to allow the Organization to provide access and connectivity necessary to conduct the Program.
- Provide the Program.
- Regularly communicate progress to the Organization and facilitate the resolution of all issues relating to the Program.
- Perform annual background checks on Healthe Kids staff delivering the Program.
- Provide the opportunity for Location Contacts to provide feedback and applicable measurements regarding use of the Program, as indicated in the Program Measurements of Success.
- Provide to the Organization aggregate data reporting, specific to the Program.

Organization agrees to:

Memorandum of Understanding  
Healthe Kids Institute

- Obtain necessary approvals from appropriate Organization administration for Healthe Kids to conduct the Program.
- Obtain necessary permissions for Participants to participate in the applicable Program components.
- Assign Location Contacts to work with the Program(s).
- Provide a clean, secure, adequate space(s) with necessary technology and electricity, as specified by Healthe Kids in which to conduct the Program.
- Not (and not allow any Organization to) issue a press release, grant interviews or provide other public dissemination of information regarding Healthe Kids without prior written consent of Healthe Kids and joint participation by Healthe Kids in each approved instance.
- Identify the cultural and language needs of Participants and provide necessary translation services. Organization will be responsible for translating all documents that will be provided to the Participants about the Program. All translations must be completed by certified translators in the language that the form is being translated into.
- Provide Healthe Kids access to the Organization's network, wireless, or otherwise, and to an information technology employee while such Healthe Kids representatives are onsite at the Organization.
- Require the Location Contacts to provide feedback and applicable measurements regarding the use of the Program, as indicated in the Program Measurements of Success.

Term

The term of this MOU will commence on the Effective Date and continue until the date thirty days after a party provides the other party with written notice of its intent to terminate this MOU.

Insurance

Each part agrees to maintain in full force and effect, at its own expense, commercial general liability insurance as may be necessary to protect itself and its employees, agents or representatives against any claims, liabilities, expenses, damages or judgments that might arise out of the Program. Minimum policy limits are one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate. In the event that any of the required policies of insurance are written on a claims-made basis, then such policies shall be maintained during the term of MOU and for a period of not less than three (3) years following the expiration of this MOU. Each party shall furnish a Certificate of Insurance to the other party, evidencing the required insurance as soon as practicable after the effective date of this MOU and within thirty (30) days after renewal of any such policies.

In addition, Healthe Kids agrees to maintain in full force and effect, at its own expense, or ensure that contractors providing Screenings, if and as applicable, maintain, comprehensive medical professional liability insurance with limits not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate.

Security and Privacy

Healthe Kids acknowledges that Organization and its Locations have a duty to maintain the privacy of education records under federal privacy law. See the Family and Educational Rights and Privacy Act of 1974 ("FERPA"), 20 U.S.C. § 1232(g); see 34 C.F.R. 99. Although this MOU does not call for any transfer of educational records to Healthe Kids or Program representatives in its capacity as an independent contractor providing the Program, to the extent that Healthe Kids receives information pertaining to student Participants, Healthe Kids will preserve the privacy of the information (including, but not limited to, student passwords and identification codes, student submissions of assignments and other information). Healthe Kids will be fully responsible for any misuse of such information.

Confidentiality

Memorandum of Understanding  
Healthe Kids Institute

Except as permitted under this Agreement, neither party will, nor will they permit their respective employees or contractors to, disclose, use, copy, or distribute Confidential Information of the other party. Healthe Kids and Organization will each (a) secure and protect the other party's Confidential Information using the same or greater level of care that it uses to protect its own confidential and proprietary information of like kind, but no less than a reasonable degree of care, and (b) require their respective employees and contractors who have a need to access Confidential Information to be bound by confidentiality obligations sufficient to protect the Confidential Information. Either party may disclose the other party's Confidential Information to the extent required by applicable law or regulation, including without limitation any applicable Freedom of Information Act or sunshine law, or by order of a court or other governmental entity, in which case the disclosing party will notify the other party as soon as practicable prior to such disclosure and no later than 5 business days after receipt of the order or request. Confidential information includes all technical, business, financial, and other information that is disclosed by either party to the other, whether orally or in writing, any disputes between the parties, the terms of this Agreement, and all non-public information related to Healthe Kids products, services and/or methodologies.

Americans with Disabilities Act

District represents and warrants that, as a "public entity," it and each Organization is in compliance with all regulations implementing Title III of the Americans with Disabilities Act. The Program location facilities including, but not limited to, meeting space, restrooms, other common areas, and any transportation services shall be reasonably accessible and usable by persons with disabilities. Organization will make available to Healthe Kids any accessibility aid that Organization has available during the Program if requested by Healthe Kids for Program Participants with disabilities.

Third-Party Beneficiary

Nothing contained in the foregoing MOU or the exhibits attached and incorporated herein shall be construed as creating or giving rise to any rights in any third parties, students, parents, teachers or any persons other than the parties hereto.

To indicate your acceptance, please sign where indicated below:

Healthe Kids Institute:

Organization:

\_\_\_\_\_

\_\_\_\_\_

Acknowledged and Agreed:

Acknowledged and Agreed:

Name: Shanna Adamic

Name:

\_\_\_\_\_

\_\_\_\_\_

Title: Executive Director

Title:

\_\_\_\_\_

\_\_\_\_\_

Date:

Date:

\_\_\_\_\_

\_\_\_\_\_

Memorandum of Understanding  
Healthe Kids Institute

Exhibit B  
Healthe Perceptions Program:

Healthe Perceptions Overview:

In an effort to improve the overall health of middle school-aged children, Healthe Kids developed the Healthe Perceptions (HP) program. Healthe Perceptions provides a free social-emotional learning curriculum, professional development for staff, and social-emotional wellness measures. The HP program will also help you connect with a Qualified Mental Health Professional (QMHP) to provide counseling services for children in your middle schools, as needed. If a QMHP is already on-site, the HP program will work to support the QMHP within scope and budget restrictions.

HP Goals:

- Enhance student and staff social-emotional skills through evidence-based curriculum.
- Support schools in creating a trauma-informed environment.
- Provide social-emotional wellness measures through Panorama. The HP program is not designed to diagnose or treat students.
- Connect the school with community organizations to follow up on referrals and conduct individual and group interventions, as needed.
- Partner with the school to play a role in allowing each child to reach their full potential in the classroom.

HP Components:

- Professional Development for Staff
  - Healthe Kids will work with the Organization to provide staff training through community providers on topics identified by school staff.
  - Healthe Kids will work with the Organization to implement trauma sensitive practices within their schools.
- Social-Emotional Learning Curriculum:
  - Each Participant will have the opportunity to participate in the Second Step social-emotional learning curriculum.
- Social-Emotional Wellness Measures
  - The Organization will work with Healthe Kids to deploy mutually agreed upon social-emotional wellness measures. These may be through Panorama or using another evidence-based tool.
  - Each Participant will be asked to complete measures at designated points throughout curriculum implementation. These measures will assess social, emotional, and motivational skills learned throughout the curriculum.
  - Healthe Kids will provide raw and analyzed data to the school district as it pertains to the measures.
- On-site Provider:
  - HP will coordinate with the Organization and community partner agencies to ensure students have access to a QMHP.
  - HP will work with the Organization to fill gaps in QMHP needs. This may include implementing a sustainable behavioral health billing model if one is not already in place, working with the QMHP to secure resources,

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Additional Scope of Services for Healthe Perceptions:

HKI agrees to:

- Provide supplies and equipment needed to implement the components within budget and scope
- Support implementation of social-emotional learning curriculum
- Provide funding for 3 years of mutually agreed upon social-emotional learning curriculum
- Document curriculum measure results, screening results, and school-wide measures and provide such results to the Location.

Organization agrees to (on behalf of each Location):

- Provide a resource to accept the delivery of necessary paperwork and other items related to the components
- Allow HKI representatives to observe HP in the school to ensure program is delivered as designed
- Work with HKI to determine implementation dates and timelines
- Provide data elements as specified below to the Healthe Kids corporate network's FTP server on a nightly basis, to enable Healthe Kids to access data extracts for research and analysis purposes.
- Provide the following data elements:
  - Identified student data elements include: Student ID, Student Name, DOB, gender, race, school, GPA, assessment scores, school attendance, nurse visits, behavioral incidents by type, and behavioral incident outcomes by type.

Student academic data, demographic data, attendance data, behavioral incidents, and nurse visits will be collected in an identified manner. The identified data that is collected will be securely stored behind a limited-access virtual private network on encrypted servers. Only Healthe Kids team members associated with the HP program and Healthe Kids technology resources with approval from the Healthe Kids Program Owner may access these servers. All data received will be deidentified before being processed by ETL/ELT tools to create aggregate and anonymized datasets. All de-identified data, including school aggregate and anonymized student data, will be stored on the corporate network. Access to this database will be limited to Healthe Kids team members associated with the HP program and approved Healthe Kids technology resources. All data will be stored indefinitely or until a party requests the removal of their records.

Measurements of Success:

1. HP Program parameters and trends, such as:
  - a. Number of Organizations and Locations
  - b. Number of Participants
  - c. Participation rates
  - d. Hours of Professional Development and/or training
2. Social Emotional Measures, including Panorama measures
3. Outcomes, such as:
  - a. Change in disciplinary referrals
  - b. Change in attendance
  - c. Change in nurse visits
  - d. Change in GPA

## By the Numbers

### Enrollment and Attendance 10/10/22

	Target Enrollment 22-23	Completed Enrollments	Open Seats	SAKC Waitlisted	# of Sections	Avg. Stud./ Section	Offer Status		ATTENDANCE Present Percent	MOCAP Enrollm ent	
GES Pre-K	68	66	-2	74	4	16.5	0	66	91.80%		
K	120	124	4	64	6	20.7	2				
1	120	123	3	15	6	20.5	3				
2	120	120	0	13	6	20.0	1				
3	115	118	3	36	5	23.6	0			1	
4	115	117	2	13	5	23.4	1				
5	110	112	2	11	5	22.4	1	714	PreK/ES	92.8%	
6	105	106	1	14			4			1	
7	115	120	5	42			2				
8	115	117	2	44			1	343	MS	91.1%	
9	120	115	-5	61			2				
10	115	117	2	52			0			2	
11	110	108	-2	29			0				
12	105	101	-4	15			0	441	HS	91.70%	
Totals	1553	1564	11	483			17	1564	Total	91.85%	5

### Staffing Positions Available:

- GCES
  - Registrar
  - ELA Interventionist
  - SPED Paraprofessional
  - Focus Room Supervisor
  - Lunch Monitor
- GCMS
  - ELA Teacher
  - Long-Term Substitute Teacher
- GCHS
  - SPED Teacher
  - Building Paraprofessional
  - ELD Paraprofessional
- System Wide
  - CDL Part-Time Bus Driver

### Donations

- FOX 4 Love Fund
  - 34 Prek-2 grade sized backpacks donated

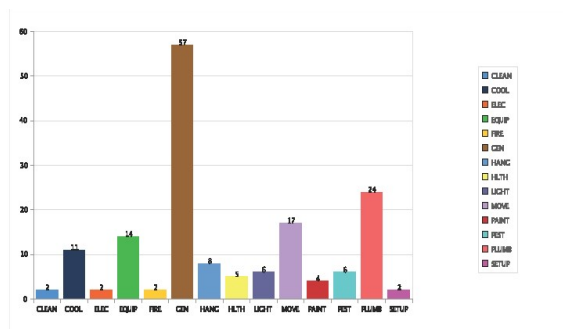




## Board Report Sept. 2022

### Maintenance

- 160 work orders were submitted. 158 closed during the month. The graph shows the break down by type. We are working with the submitters to better differentiate the “General” category to better quantify the needs of the building occupants.



### Custodial

- We are continuing our daily cleaning and disinfecting.
- Interviewing a lot of good candidates for the custodial position. Hoping to have several join our staff.
- The Floor contractor will start in the High school this weekend to strip/wax the hard floors and clean the carpets.
- Purchased Kiavac cleaners to better clean and sanitize restrooms.

### Construction & Projects

- Middle School classroom doors and door security installed scheduled for the December break.
- Engaged Engineers to design and obtain City approval to extend the alley south of the Administration.
- Designed the Admin Roof Deck electrical.



## Memorandum of Understanding

### Guadalupe Centers Charter Schools and Samuel Rodgers Health Center

This Memorandum of Understanding (MOU) is made and entered into this \_\_\_\_ day of October 2022, by and between Guadalupe Centers Charter Schools, hereinafter referred to as GCCS, and Samuel U Rodgers Health Center, hereinafter referred to as Health Center.

#### Mission

The mission of the Guadalupe Centers is to improve the quality of life for individuals in the Latino communities of Greater Kansas City.

#### Definitions

Provider: A Physician, Physician's Assistant, Nurse Practitioner, Dentist, Dental Hygienist, Psychologist, or Therapist

Services: Medical, Dental, and Behavioral Health services to include but not limited to screenings, assessments, evaluations, treatments, prescriptions, and referrals

EHR: Electronic Health Record

Tele-Health: Virtual services provided via a HIPAA complaint system with audio and video

MMU: A Mobile Medical Unit furnished for services owned by the Health Center

Sliding Fee: a reduced defined service fee, charged at the point of service for individuals without insurance coverage, determined by household income and family size.

#### Purpose

The purpose of this MOU is to provide the students of the GCCS with access to high quality, affordable health care services and assist with accessing social services.

#### **The Health Center agrees to provide to early childhood, elementary and secondary education students the following services:**

- Provide GCCS with standing orders for the use of Albuterol, Epinephrine and Naloxone in cases of life-threatening emergencies.
- Provide prescriptions to GCCS for Albuterol (inhalers), Epinephrine (auto injectors), and Naloxone (auto injectors or nasal spray)
- Assist GCCS in training staff on appropriate use of emergency medications.
- Additional services will be rendered by an appropriately trained and credentialed provider of the health center as needed.
- Services may be rendered on the GCCS' Grounds, on the MMU, or via Tele-health.
  - The method of service delivery will be agreed upon by both parties and will adequately and appropriately meet the intended needs of the service.
- Documentation includes:

- Patient Demographics;
- Consent to Treat;
- Authorization to release information to the County when applicable;
- Authorization to release information to parents and/or legal guardians when applicable.
- Relevant clinical documentation that meets customary standards for medical documentation, coding and billing.
- Clinical information will be recorded and stored in the health centers' EHR.
- If a patient needs further medical, dental and/or behavioral health care that requires an in-person visit to another Health Center site or provider of their choice, GCCS will assist in facilitating appropriate communication, when necessary, with parents and/or legal guardians.
- Collect and bill appropriately to Medicaid and/or private insurance.
- Offer parents/guardians a Sliding Fee option for children without insurance coverage.

**GCCS agrees to:**

- Ensure that all staff who will, may or could use the emergency medications documented annual training to ensure competency in administering medications safely.
- Provide referrals of clients.
- Assist providers in provision of the services.
- Assist with scheduling and coordinating student appointments
- Assists parents and/or legal guardians with completing appropriate paperwork for all patients to allow for appropriate billing services, including the Sliding fee paperwork.
- Engage in regular communication with Health Center staff.
- Provide the physical location and dedicated private space for Health Center for onsite services.
- Provide the physical location and dedicated space for the health center to park the MMU for services rendered with the MMU present.
- Provide the physical location and dedicated private space for patients to receive Tele-Health services.
- Assist patients with connecting and operating the tele-health equipment for tele-health services.
- Provide a protected internet connection for Health Center staff or allow for Health Center staff to provide their own internet services for their clinic.

**Hold Harmless/Indemnification:**

The parties shall indemnify, defend, and hold each other, their Directors, Officers, and employees harmless from and against any and all liabilities, fines, suits, levies, proceedings damages, claims, actions or causes of action of any kind and nature, including but not limited to, court costs, litigation expenses and attorney fees arising from, growing out of, in connection with, or incidental to the duties, and responsibilities of the parties herein, provided, however such indemnity shall not apply to any liabilities, fines, suits, levies, proceedings, damages claims, action, or causes of action caused in whole or in part by the negligence, or misconduct of either party, their employees, directors, or officers. It is agreed that provisions of this Section shall survive the expiration of termination of this agreement.

Signed:

**Samuel U Rodgers Health Center**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Guadalupe Centers Charter Schools**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



## **PREP-KC/Guadalupe Centers Charter Schools**

### **Annual Memorandum of Understanding**

**July 1, 2022**

This Memorandum of Understanding (MOU) executed July 1, 2022, by and between Partnership for Regional Educational Preparation – Kansas City (“PREP-KC”) and the Guadalupe Centers Charter Schools (“the District”) covers one year (July 1, 2022 – June 30, 2023).

PREP-KC and the district are jointly committed to collectively implementing a set of strategies that better prepare students for success in postsecondary education and the workplace. The set of strategies described herein is designed to achieve the following outcomes during the 2022-2023 school year:

1. Increase postsecondary readiness for the district’s students through College and Career Experiences.
2. Increase career readiness for the district focused on PREP-KC’s Career Academy program.
3. Support the district’s Real World Learning efforts.

#### **Section A: Resource Agreement**

PREP-KC will dedicate its resources (funds and technical assistance) to the following:

1. Increase postsecondary readiness for the district through College & Career Experiences:
  - PREP-KC will design and implement customized college and career exploration and readiness experiences. Proposed activities for THE DISTRICT include:
    - i. One (1) Career Jumping event
    - ii. Ten (10) Workplace/Campus visits
    - iii. One (1) Student Mock Interview event
    - iv. One (1) Senior Career Fair event
    - v. One (1) 1 IGNITE event
  - Providing two Connector licenses for the district’s secondary buildings.
2. Increase career readiness for the district through PREP-KC’s Career Academies. Proposed supports for Career Academies include:
  - PREP-KC will enroll up to ten (10) students from the district in the HealthStart program.
3. Supporting the district’s Real World Learning efforts
  - Provide up to thirty (30) hours of support for the district’s Real World Learning initiatives, including support the Real World Learning design team.

## Cost Summary

Item	Quantity	Cost	District Cost Share Rate	Total Cost	PREP-KC Cost	District Cost
Career Jumping (middle school)	1	\$937	50%	\$937	\$469	\$469
Worksite/Campus Visits	10	\$375	50%	\$3,750	\$1,875	\$1,875
Mock Interview	1	\$400	50%	\$400	\$200	\$200
Career Fair (seniors)	1	\$563	50%	\$563	\$281	\$281
IGNITE (student led)	1	\$750	50%	\$750	\$375	\$375
HealthStart Support	10	\$1,000	50%	\$10,000	\$5,000	\$5,000
Real World Learning Support	30	\$125	50%	\$3,750	\$1,875	\$1,875
Connector License	2	\$2,500	50%	\$5,000	\$2,500	\$2,500
<b>Total</b>			<b>50%</b>	<b>\$25,150</b>	<b>\$12,575</b>	<b>\$12,575</b>

The total cost of the services included in this Agreement is \$25,150. PREP-KC is providing a total of \$12,575 to support the implementation of these services. The remaining costs are to be paid by the District and total \$12,575.

The District and PREP-KC enter into this working Agreement and agree to the allocation of contracted days per the MOU at the designated rate. Additional support from the PREP-KC team may occur. It could include occasional requests for periodic one-on-one coaching support and periodic model lesson demonstrations in individual classrooms, informal and occasional building walk-throughs in the district conducted by the PREP-KC team, as well as participation in planning sessions specific to the implementation of benchmarking. These activities will occur at no additional cost, and the frequency of events will be based on the availability of PREP-KC staff time and resources.

Additional student activities or technical assistance days requested by the school or District that fall outside the scope of services included in this Agreement may be conducted at an additional cost to the district and based on the availability of PREP-KC staff time and resources. In such cases, the MOU will be amended.

In addition to the costs outlined above, The district will provide student transportation for all off-campus college and career readiness experiences designed and facilitated by the PREP-KC team.

## **COVID-19 Related Program Changes**

In the event of a COVID-19 pandemic-related “Stay-At-Home” orders or similar physical distancing measures, the parties shall negotiate in good faith to reschedule services outlined in this Agreement or modify these services to be offered virtually. Costs for modified or rescheduled activities will not exceed the amounts included in this Agreement. PREP-KC will not charge the district for any activities impacted by COVID-19-related conditions if arrangements to reschedule or modify cannot be mutually agreed upon by both parties.

## **Section B: Data Collection and Analysis Agreement (Measuring Results)**

The District/PREP-KC partnership will measure progress in achieving District and school goals using a variety of student and teacher data. Data will be tracked and monitored via the PREP-KC Data Dashboard. Any personally identifiable information (hereinafter “PII”) gathered and utilized by PREP-KC as a part of this enterprise shall be used only to meet the purpose of the project as stated in this document and shall not be used for any other purpose falling outside the meaning or scope of this project. Data collection and analysis will include the items listed below:

- Student enrollment and demographic data
- State Assessment data – including elementary, middle, and high school scores in communication arts and math
- Formative assessment data in math and ELA (e.g., the STAR assessment if currently administered)
- Middle and high school course grades
- Student, teacher, and parent survey data as related to PREP-KC’s strategies
- ACT data
- Academy, house, and/or pathway selection
- Market Value Asset access and attainment data
- College-ready data – the percentage of graduating seniors who are college-ready (as measured by completion of college courses and ACT/ACCUPLACER/COMPASS scores).
- Career-ready data – the percentage of graduating seniors who are career-ready (as measured by work-based learning experiences and/or career-readiness certificates)
- Academy student data – data collection will include the following student-level data: assessment scores (EOC exams, ACT series, and Community College Placement exams), demographic data, college courses/credits completed, career-readiness certificates, student attendance, student GPA, confirmed postsecondary enrollment, a pre/post student survey, and anecdotal/observational teacher data
- Survey data—including relevant student, teacher, and parent data
- Graduate data—Postsecondary Enrollment data pulled from Missouri’s Department of Elementary and Secondary Education and the National Student Clearinghouse, the number of college applications submitted, and FAFSA applications measured by the District

Occasionally, PREP-KC may find it necessary to request additional student data related to a specific implementation goal or to answer questions from funders or business partners supporting the work in the district. In these cases, the district agrees to respond to data requests in a timely and accurate matter. In disclosing data and PII, the district is in no way assigning ownership of the PII or data to PREP-KC.

See Appendix A for a detailed data-sharing agreement.

### Section C: Partnership Commitments

The District/PREP-KC partnership includes shared commitments regarding:

- Resources (funds, technical assistance, and expertise) provided to support key strategies. PREP-KC will continue to actively fund-raise on behalf of our partnership with The district and will continue to direct funds, as available, to our mutual priorities for student outcomes. Likewise, the District will continue to direct funds to these same strategies outlined in Section A and, to the extent possible, will advocate for funds from other sources to be directed to these same strategies
- Collaboration and alignment. The PREP-KC and the district teams will meet three (3) times a year to share information and problem-solve to strengthen implementation.
- Communications regarding the District/PREP-KC partnership (including a joint commitment to highlighting this partnership on each organization’s website)
- Data collection and analysis to assess progress and drive continued improvement – data will be collected and analyzed on a set of outcome indicators and a set of “leading indicators” or “interim measures” designed to measure progress during the school year

The partnership framework described above is designed to create a strong foundation for a systems partnership between PREP-KC and the district. This framework may be expanded over time to include additional strategic opportunities that advance the shared goal of college and career preparation for the district’s students.

**Guadalupe Centers Charter Schools**

**PREP-KC**

**Signed:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Title:** \_\_\_\_\_

## **Appendix A Data Dashboard Addendum**

The Data Dashboard Addendum (the “Addendum”) is made and entered into on the Effective Date by and between PREP-KC and the School District (the “District”). PREP-KC and the District are referred to herein collectively as the “Parties” and individually as a “Party.”

Whereas the Parties’ have executed contemporaneously herewith a Memorandum of Understanding (“MOU”) for the 2022-2023 academic year;

Whereas the MOU expresses the Parties’ joint intention to implement a set of strategies to better prepare students for success in postsecondary education and careers;

Whereas the MOU articulates specific resources and services that PREP-KC will provide to the district and its students;

Whereas, in addition to those resources and services specified in the MOU, the Parties desire that PREP-KC will provide a suite of data tools (the “Data Dashboard”), which facilitate the collection and analysis of key data relevant to student success and preparation for postsecondary education and careers;

Whereas the Data Dashboard includes enhanced and real-time analytics, customizable reporting, and continually updated data;

Whereas the implementation of the enhanced Data Dashboard will require the Parties’ collaboration with respect to data sharing, management, and storage in compliance with the Family Educational Rights and Privacy Act (“FERPA”) and other applicable federal, state, and local laws;

Whereas the Parties wish to enter into this Addendum to define the scope of their Agreement concerning the Data Dashboard and related data sharing; and

The Parties intend Addendum to be incorporated as part of the MOU with the same force and effect as though fully set forth therein. In the event of conflicting provisions in the MOU and this Addendum, the provision contained in the MOU shall control;

Now, therefore, for and in consideration of the mutual promises and obligations contained herein and in the MOU, the Parties agree as follows:

### **Term**

The term of this Addendum shall be the same as the MOU. The term may be extended or renewed only by a separate, written agreement between the Parties.

### **Purpose and Goals**

The Parties acknowledge and agree that the valuable collection, analysis, and use of student and program-level data are essential tools in improving student success and preparing students for postsecondary education and careers. The Parties agree that PREP-KC’s Data Dashboard has historically been a helpful tool to the district in analyzing de-identified student data and program-level data on student performance and outcomes. However, the District has identified a need for



an enhanced data tool utilizing student-level data on outcomes and college and career profiles to enhance the likely success of particular students and meet the goals and outcomes specified in the MOU.

The Parties agree that, rather than developing a similar analytical tool internally, it is more advantageous and efficient for the district to enter into this Addendum with PREP-KC to provide an enhanced Data Dashboard as a contractor for the District. The Parties agree that, but for the district's decision to contract with PREP-KC, the District would otherwise use its employees and internal resources to develop and deploy a tool to address the data needs met by the enhanced Data Dashboard.

Through this Addendum, incorporated into the MOU, the Parties intend to secure the district's access to the enhanced Data Dashboard, subject to the terms and conditions stated herein, and provide a rigorous protocol for the District to share student level and program-level data with PREP-KC, as the contractor for the District, for purposes of providing the enhanced Data Dashboard. It is the Parties' express intention that, through the terms of this Addendum, PREP-KC be deemed a "school official" for purposes of FERPA under the direct control of the district with respect to the use and maintenance of personally identifiable student records protected by FERPA.

### **Relationship to the MOU**

The MOU sets forth the Parties' joint commitment to implement a series of strategies to better prepare students for success in postsecondary education and careers and specifies the Parties' Agreement to share the cost of those strategies as defined in the MOU. In light of the district's desire to acquire an enhanced Data Dashboard that analyzes identified student-level data, this Addendum is intended to provide the particular parameters and Agreement of the Parties concerning the enhanced Data Dashboard and the sharing of data with PREP-KC for purposes of furnishing and maintaining the enhanced Data Dashboard. This Addendum is incorporated into the MOU with the same force and effect as though fully set forth therein; together, the MOU and Addendum form the entirety of the Parties' Agreement with respect to the services PREP-KC will provide the district for the term.

### **Compensation**

PREP-KC provides the district access to the Data Dashboard in consideration of the promises contained herein and the expenditures the district has committed to elsewhere in the MOU. PREP-KC will not charge a separate fee to access the enhanced Data Dashboard during the term.

### **Dashboard Access/Service**

For the term, PREP-KC agrees to provide the district with access to its enhanced Data Dashboard. The enhanced Data Dashboard will integrate student outcome data, program participation data, and the student's college and career profiles to provide real-time analytics and reporting at the student, school, and District levels. PREP-KC will provide login credentials for up to 5 District administrators/employees to access the enhanced Data Dashboard. A description of the components and capabilities of the improved Data Dashboard is attached hereto as Exhibit A.

### **Scope of Data Sharing**

To facilitate the use and implementation of the Data Dashboard, the Parties agree that the district will share specified identifiable student data, de-identified data, and aggregate data (collectively "Student Data") with PREP-KC. The classes of Student Data to be shared by the District with PREP-KC are outlined in the attached Exhibit B. Student Data may be amended from time to time as agreed to by the Parties in writing and as necessary for PREP-KC to provide the services specified in Addendum. The Parties agree that representatives of PREP-KC will coordinate with information technology representatives of the district to implement an automated data transfer system that will minimize or eliminate the need for individual data requests made to District staff. The automated data transfer system will include industry-standard security features, including commercially reasonable encryption and authentication technologies. Under no circumstance will Student Data subject to FERPA be transferred by email.

The Parties agree that their respective contacts for implementation of this Addendum and related data sharing are:

For PREP-KC:

Douglas Elmer  
Vice-President  
PREP-KC  
2300 Main Street, Suite 340  
Kansas City, MO 64108

For the District:

Superintendent  
The district C-1 School District  
5401 E 103<sup>rd</sup> Street  
Kansas City, MO 64137

### **Confidentiality and Privacy of Student Data**

Under this Addendum, the Parties contemplate that the district will share with PREP-KC Student Data that may include personally identifiable elements such as student names, student addresses, student identification numbers, and social security numbers. The Parties agree that personally identifiable Student Data is subject to the provisions of FERPA, 20 U.S.C. § 1232g and may be subject to other applicable federal, state, and local laws. The Parties intend that to the extent it receives Student Data, PREP-KC shall be acting as a school official as specified in 34 C.F.R. § 99.31(1)(i)(B) (2018) and will act in compliance with other federal, state, and local laws. To that end, the Parties agree:

- a. To the extent the Student Data is subject to FERPA, the district designates PREP-KC as a District official with a legitimate educational interest in the Student Data for purposes of performing the services and functions specified in this Addendum of which the district would otherwise use its employees.
- b. PREP-KC acknowledges its use and maintenance of all Student Data shared under this Addendum, irrespective of whether the Student Data is subject to FERPA is subject to the district's direct control.
- c. PREP-KC acknowledges that this Addendum and FERPA prohibit the improper disclosure or re-disclosure of personally identifiable information from Student Data.
- d. PREP-KC agrees that it will hold the Student Data in strict confidence and not disclose the Student Data to any third party except (i) as required by law; (ii) as authorized by the district in writing, or (iii) as permitted or required by this Addendum.

- e. PREP-KC agrees that it will implement commercially reasonable administrative, physical, and technical standards to safeguard the security of the Student Data and to prevent unauthorized disclosure of Student Data, including unauthorized malicious access. Such measures will include but are not limited to:
- i. Physical copies of Student Data and/or electronic media (such as flash drives, CD-ROMs, and hard drives containing Student Data) shall be kept in an area that is safe from access by unauthorized persons during duty hours and non-duty hours.
  - ii. PREP-KC will not store Student Data on cell phones or personal devices.
  - iii. Any computer containing Student Data or the ability to access Student Data will be subject to commercially reasonable login authentication. Access to Student Data files will have separate, commercially reasonable encryption. Data portals are secured through the use of verified digital certificates. PREP-KC agrees to allow the district to run a script approved by PREP-KC on these portals if the District deems it necessary.
  - iv. PREP-KC will provide the district with a certificate of insurance, including Cyber Security Insurance coverages.
  - v. PREP-KC will have a written incident response plan to include prompt notification of the district in the event of a security or privacy breach and best practices for responding to a breach of student information. This plan will include appropriate provisions for satisfying applicable federal, state, and local laws governing data breaches, including but not limited to FERPA and Mo. Rev. Stat. § 407.1500 et seq. PREP-KC agrees to share its incident response plan upon request.
  - vi. PREP-KC will provide annual training to its employees on the confidentiality/non-disclosure provisions of this Addendum and best practices for data security. PREP-KC agrees to conduct commercially reasonable background checks on all PREP-KC employees, contractors, or agents prior to granting access to PII.
  - vii. The Parties recognize that individual PREP-KC employees, contractors, or agents may visit the district's property to obtain the necessary information to provide PREP-KC's services. In the event that a PREP-KC employee must be unsupervised on District's property, the Parties agree that before any such visits to the district occur, all visiting PREP-KC employees, contractors, or agents must clear both criminal and child abuse & neglect background checks. PREP-KC further warrants and agrees that its employees, contractors, or agents who visit the district will not have contact or interact with the district's students. PREP-KC will indemnify, defend, and hold the District, its board members, administrators, employees, and agents harmless from and against liability for any and all claims, actions, proceedings, demands, costs (including reasonable attorneys' fees), damages, and liabilities resulting directly from the acts or omissions of PREP-KC or its employees, contractors, agents, or subcontractors in connection with visits to the district's property as described herein.
  - viii. The Parties agree that all data collected or held by PREP-KC (including but not limited to District's students' names and other information) shall be stored within the United States of America. The Parties further agree that PREP-KC shall

securely maintain all data using appropriate technical, physical, and administrative safeguards to protect said data. No data may be backed up outside of the continental United States.

- f. PREP-KC agrees to monitor its operations periodically and take commercially reasonable administrative, physical and technical measures to ensure that Student Data is safeguarded and maintained in confidence per FERPA and other applicable federal, state, and local laws.
- g. PREP-KC agrees that it will internally limit access to Student Data to those PREP-KC employees with a legitimate interest in accessing the Student Data to provide the services specified in this Addendum. PREP-KC will require any PREP-KC employee with access to the Student Data to sign a separate confidentiality/non-disclosure agreement securing their obligation to the non-disclosure and confidentiality provisions stated herein. Upon request, PREP-KC will promptly outline the steps and processes that PREP-KC takes to prevent post-employment data breaches by PREP-KC employees after their employment with PREP-KC has ended.
- h. In the event PREP-KC believes it is necessary to disclose Student Data to software sub-contractors for purposes of designing and testing the enhanced Data Dashboard and/or the data sharing transfer system contemplated by Section 6, PREP-KC shall require such subcontractor to sign a separate confidentiality/non-disclosure agreement securing the subcontractor's obligation to the non-disclosure and confidentiality provisions stated herein. To the extent that PREP-KC is permitted, under the applicable terms of the Agreement, to subcontract or otherwise delegate its duties and obligations under the Agreement, PREP-KC is likewise allowed to subcontract or delegate the performance of corresponding duties and responsibilities contained in this Section, provided however that PREP-KC will remain ultimately responsible for such duties and obligations.
- i. PREP-KC acknowledges that records generated from a student's Free Application for Federal Student Aid ("FAFSA") are subject to special protections and limited uses under the Higher Education Act. PREP-KC further acknowledges that this subset of Student Data will only be used consistent with lawful purposes related to the District's administration of federal, state, or institutional aid. Including audits and program evaluations that the District deems necessary to efficiently and effectively administer those aid programs.

### **Compelled Disclosures**

In the event PREP-KC is subject to service of a subpoena, court order, administrative order, or other lawful process directing it to disclose Student Data, PREP-KC agrees to notify the District promptly and, if reasonably possible and permitted by law, delay production of the Student Data until the District has an opportunity to object to the production with the issuing entity.

### **Data Security Breach**

- a. For purposes of this Agreement, "Security Incident" shall be defined as "the unlawful access to, acquisition of, disclosure of, loss, or use of PII."

- b. If PREP-KC has reason to believe that a Security Incident has occurred, PREP-KC shall (i) investigate the Security Incident, identify the impact of the Security Incident and take commercially reasonable actions to mitigate the effects of any such Security Incident; (ii) timely provide any notifications to District or and, in coordination with District but at PREP-KC in coordination with identifying the impact of the Security PREP-KC or District is required by law to provide, subject to applicable confidentiality obligations and the extent allowed and/or required by and not prohibited by Applicable Laws or law enforcement.
- c. Except to the extent prohibited by Applicable Laws or law enforcement, PREP-KC shall provide the district with a written description of the Security Incident and the type of data that was the subject of the Security Incident.
- d. PREP-KC will use reasonable efforts to cooperate with the district's investigation of the Security Incident.

### **Return of Records**

PREP-KC will destroy or return all Student Data (whether in electronic or hard copy form) to the district within 30 days of the termination of this Addendum (whether by expiration of the term or pursuant to Section 10) unless the Parties agree to the contrary in writing. If requested, PREP-KC shall provide the district with a declaration confirming the destruction and/or return of Student Data as the case may be. Notwithstanding the previous language in Section 9, PREP-KC is permitted to retain, despite termination of this Addendum, any aggregate level data published by the District (such as graduate rates, aggregate test scores, and the like). Or that is otherwise subject to public access under the Missouri Sunshine Law, irrespective of whether PREP-KC obtained the data through a public source.

### **Termination**

Either Party may terminate this Addendum prior to the expiration of the term with or without cause upon 30 days prior written notice to the other Party. If either Party terminates this Addendum, the remaining provisions of the MOU shall remain in full force and effect unless separately terminated by the Parties as permitted by the MOU.

### **Intellectual Property**

#### *Ownership of Intellectual Property*

The Parties agree that the Data Dashboard, its underlying source code, its imagery, its marks, any improvements to it, and any goodwill derived from (collectively "Intellectual Property") is the sole intellectual property of PREP-KC. The district does not acquire any ownership rights in or to the Intellectual Property as a result of this Addendum, and any use of the Intellectual Property is subject to the limited license granted hereunder. The Parties acknowledge and agree that all course and curriculum materials of the district are the sole intellectual property of the District and that PREP-KC acquires no ownership rights to such curriculum materials through this Addendum. The Parties further agree that Student Data is the sole property of the district and that PREP-KC acquires no ownership rights in Student Data that is shared pursuant to this Addendum.

#### *Licenses*

During the term of this Addendum, PREP-KC grants the district a limited, non-exclusive, non-transferable license, revocable upon termination of this Addendum, to use the Intellectual Property solely in connection with using the Data Dashboard to improve student performance and better prepare students for their postsecondary education and careers. For its part, the district grants PREP-KC a limited, non-exclusive, non-transferable, and revocable upon the termination of this Addendum license to use the Student Data solely in connection with providing the services contemplated by this Addendum and as contemplated explicitly by Section 13.

#### *No Implied Rights*

No rights to PREP-KC's Intellectual Property or the district's Student Data are granted except for the express and specific requests and licenses granted hereunder for the term of this Addendum. Each Party retains all rights, title, and interest in and to their respective intellectual properties, including any improvements, whether created individually or jointly.

#### *Protection of Respective Intellectual Property*

In the event of any actual, suspected, or threatened third-party infringement of intellectual property licensed by the Parties under this Addendum, each Party shall have exclusive control over all claims, defense of claims, and proceedings, shall bear all costs of any proceedings, and shall be entitled to retain all sums recovered in any action concerning that Party's intellectual property.

#### **Insurance**

PREP-KC will carry insurance coverage for damages arising from a failure of data security or wrongful release of Student Data, including expenses for notification as may be required by federal, state, or local law with limits of liability of at least \$1,000,000. The policy will be a claims-made policy with any prior acts exclusion predating the Effective Date of this Addendum.

#### **Publicity**

The Parties contemplate that they either may issue public statements, news releases, or grant press interviews regarding the district's de-identified Student Data and to publicize the success of the Parties' joint efforts to improve student outcomes. To the extent reasonably possible, the Parties agree to provide prior notice to the other before issuing any such statement or news release or granting any press interview. The Parties further agree to collaborate in good faith to address any concerns the other Party may have concerning the content of the statement, release, or interview, as the case may be. Notwithstanding the previous, either Party may utilize de-identified Student Data in scholarly presentations and articles without prior notification. In no case will PREP-KC divulge the identity of any student, or student's family members, regardless of the method of publication, unless such action is permitted by FERPA and other applicable laws and upon prior written authorization of the district's chief executive officer.

#### **Right to Audit**

The district shall have the right to reasonably audit PREP-KC's compliance with this Addendum's confidentiality and data security provisions. The District shall provide at least 14 days' notice of its intent to audit PREP-KC's compliance unless such audit results from the District learning of an actual breach of the confidentiality and/or data security provisions. In this case, the district may audit PREP-KC's compliance on 24 hours' notice. PREP-KC will reasonably cooperate with such

audit, including, but not limited to, making its facilities available for inspection and relevant personnel available for interviews.

## **Miscellaneous**

### *Notices*

All notices under this Addendum shall be in writing and shall be deemed effective upon delivery in person or five (5) days after deposit thereof in the United States mail, postage prepaid, for delivery as registered or certified mail, addressed to the respective Party at the address set forth below or to such other address as may be designated by like notice. In addition, unless otherwise notified as set forth above, notification shall be sent to each Party at:

To PREP-KC:

President & CEO  
PREP-KC  
2300 Main Street, Suite 340  
Kansas City, MO 64108

To District:

Superintendent  
The district C-1 School District  
5401 E 103<sup>rd</sup> Street  
Kansas City, MO 64137

### *Entire Agreement*

Together, the MOU and this Addendum set forth the Agreement and understanding of the Parties regarding the services PREP-KC will provide the district for the term. The MOU and Addendum supersede and cancel all prior written and oral agreements and understandings concerning the subject matter.

### *Amendment*

This Addendum may be amended or modified only by a written agreement signed by the Parties.

### *Relationship of the Parties*

Nothing in this Addendum shall be construed to create a joint venture or partnership between the Parties or an employer/employee relationship. Neither Party shall have implied right or the authority to assume or create any obligations on behalf of or in the name of the other Party. Or bind the other Party to any contract, agreement, or undertaking with a third party.

### *Successors*

This Addendum shall be binding upon and insure to the benefit of the Parties and their respective successors. Neither this Addendum, nor any of the rights or obligations of either Party under this Addendum, may be assigned, delegated, or otherwise transferred without the other Party's written consent.

### *Governing Law and Jurisdiction*

The MOU and this Addendum shall be subject to and governed by the laws of the State of Missouri, without regard to conflicts of law rules. The Parties agree that any lawsuit arising from or relating to the MOU and/or this Addendum shall be filed solely in a state or federal court in

Kansas City, Missouri. The Parties agree that, prior to filing any lawsuit, they will make reasonable efforts to resolve their differences by Agreement.

*Third-Party Beneficiaries Excluded*

Neither the MOU nor this Addendum is intended to confer rights or remedies upon any person (whether human, corporate, or governmental) other than the Parties. No person (whether human, corporate, or governmental) other than the Parties is entitled to bring any action to enforce any provision of the MOU or this Addendum against any Party.

*Headings*

The descriptive headings used in this Addendum are inserted solely for convenience of reference. They are not intended to be part of or affect this Addendum's meaning or interpretation.

*Severability*

All of the provisions of this Addendum are severable. If any provision of this Addendum is found by a court of competent jurisdiction to be unenforceable or illegal, the remaining provisions of this Addendum, and the MOU, shall be valid unless the court finds that the proper provisions, standing alone, are incapable of being performed per the intentions of the Parties.

*Effective Date*

The "Effective Date" of this Addendum shall be the date on which the last of the Parties executes the MOU and this Addendum.

*Signature Authority*

Each signatory below warrants and covenants that they have the capacity and authority to execute the Addendum on behalf of the Party for whom they sign.

*Counterparts*

This Addendum may be executed in counterparts, each of which shall be deemed an original, and all taken together shall constitute one Addendum. Facsimile or other electronic images of signatures shall be deemed to constitute original signatures, but original signatures shall be promptly exchanged.

Agreed to by the parties:

**PREP-KC**

By: \_\_\_\_\_

Doug Elmer, Vice President

Date: \_\_\_\_\_

**DISTRICT**

By: \_\_\_\_\_

[INSERT DISTRICT REP NAME]

Date: \_\_\_\_\_



**Appendix B**  
**Data Collected by PREP-KC**

<b>Data Class</b>	<b>Description &amp; Purpose</b>	<b>Timeline for Collection</b>
<p><b>Student Demographics and Characteristics</b></p> <ul style="list-style-type: none"> <li>• Number of Students</li> <li>• Grade Level</li> <li>• Cohort Year</li> <li>• Race/Ethnicity Breakdown for District per US Department of Education Race/Ethnicity Categories</li> <li>• Gender</li> <li>• Free/Reduced Lunch Rate</li> <li>• IEP Status (Flag Y/N)</li> <li>• English Proficiency</li> </ul>	<p>PREP-KC uses this data to understand better the students we support and serve and to analyze who accesses and participates in PREP-KC services.</p>	<p>September 15 -November 1</p>
<p><b>Student Attendance Data (High School Only)</b></p>	<p>PREP-KC uses this data to determine if students are eligible for specific opportunities with attendance requirements and to gauge improvement in students' attendance over time.</p>	<p>Periodic, but at least quarterly.</p>
<p><b>Academic Proficiency</b></p> <ul style="list-style-type: none"> <li>• Course Grades</li> <li>• Cumulative GPA</li> <li>• Current Semester GPA</li> <li>• Cumulative Credits Earned</li> <li>• Current Semester Credits Earned</li> <li>• Dual Enrollment/Completion Data</li> <li>• CTE Participation Data</li> <li>• AP Course/Exam Participation Data</li> </ul>	<p>PREP-KC uses this data to analyze students' academic readiness for postsecondary opportunities and connect students with scholarships, internships, and other opportunities with GPA requirements.</p>	<p>Ongoing, but at least annually</p>
<p><b>Progress towards graduation</b></p> <ul style="list-style-type: none"> <li>• On-Time/On-Track Rates for 9<sup>th</sup> graders</li> <li>• Graduation Rates (Adjusted Cohort Graduation Rate)</li> </ul>	<p>PREP-KC uses this data to gauge students' progress towards earning their high school diplomas in a timely manner.</p>	<p>July-August (after completion of the school year and final calculation of graduation/on-track rates).</p>
<p><b>Assessment of Data</b></p> <ul style="list-style-type: none"> <li>• State Assessment Data (MAP/EOC)</li> <li>• College Placement Tests (ACT/ACT/Accuplacer)</li> <li>• Diagnostic Tests (i.e., STAR, NWEA, Terra Nova)</li> <li>• Benchmarking data</li> </ul>	<p>PREP-KC uses this data to gauge student progress in the mastery of academic skills and knowledge.</p>	<p>Multiple times a year based on the district's assessment calendar.</p>

<b>Data Class</b>	<b>Description &amp; Purpose</b>	<b>Timeline for Collection</b>
<b>Program Participation Data</b> <ul style="list-style-type: none"> <li>• <b>Academy/Pathway selection</b></li> <li>• <b>PREP-KC Program Selection</b> <ul style="list-style-type: none"> <li>○ BFI</li> <li>○ HealthStart</li> <li>○ Pathways to Technology</li> <li>○ TechStart</li> <li>○ Bioscience</li> </ul> </li> <li>• <b>Individual activity/experience participation</b> <ul style="list-style-type: none"> <li>○ PREP-KC Events</li> <li>○ Field Trips</li> <li>○ Worksite Visits</li> <li>○ Internships</li> <li>○ Job Shadows</li> <li>○ Virtual/Connector Sessions</li> <li>○ Guest Speaker/Teacher Events</li> </ul> </li> <li>• <b>Teacher participation in professional development events</b></li> </ul>	<p>PREP-KC uses this data to determine program participation and allocate resources and space for various programs.</p>	<p>Periodic, but at least once per semester.</p>
<b>Postsecondary Enrollment Data</b> <ul style="list-style-type: none"> <li>• College Application Data</li> <li>• FAFSA Completion Data</li> <li>• Postsecondary Enrollment data pulled from Missouri's Department of Elementary and Secondary Education</li> </ul>	<p>PREP-KC uses this data to determine the successful transition of each graduate to postsecondary education or employment.</p>	<p>College application data and FAFSA data are updated periodically but at least quarterly.</p> <p>Postsecondary enrollment data collected in February-March of the following year. Example: Postsecondary enrollment data for the Class of 2022 will be collected beginning in February 2023.</p>
<b>Survey and Qualitative Data Collection</b>	<p>PREP-KC uses survey data to determine student interest, analyze feedback on programming, and forecast future programming needs.</p>	<p>Ongoing.</p>

PREP-KC will work with District personnel to determine the appropriate format for data collection for the above items.